



E.G.S. PILLAY ENGINEERING COLLEGE (AUTONOMOUS)

NAGAPATTINAM – 611 002. TAMILNADU, INDIA

Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai
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TO WHOMSOEVER IT MAY CONCERN

This to certify that the lists of students placed during the academic year 2017 - 2018 are given below:

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E.G.S. PILLAY ENGINEERING COLLEGE (AUTONOMOUS)

NAGAPATTINAM – 611 002. TAMILNADU, INDIA

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Date: 21/04/2018

Ref No: Hi-tech/2018/D/062

Dear **Agalya.R**,

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th Jun, 2018

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months.

3. WORKING HOURS

Your working hours will be as follows:

Monday-Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday. Appropriate time off will be considered for work performed outside normal operational hours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1-3years : 12 days
- b) Employed for 4-5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,



HR manager

Date: 21/04/2018

Ref No: Hi-tech/2018/D/063

Dear **Karthika.R**,

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th Jun, 2018

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

-Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

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11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,



HR manager

Date: 21/04/2018

Ref No: Hi-tech/2018/D/064

Dear **Thamilzharasi**,

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th Jun, 2018

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,



HR manager

Date: 21/04/2018

Ref No: HI-tech/2018/D/065

Dear **Manimehalai.G,**

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th Jun, 2018

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday. Appropriate time off will be considered for work performed outside normal operational hours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

- Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,



HR manager

Date: 21/04/2018

Ref No: Hi-tech/2018/D/066

Dear Priyanka,

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th Jun, 2018.

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday. Appropriate time off will be considered for work performed outside normal operational hours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,



HR manager

Date: 21/04/2018

Ref No: Hi-tech/2018/D/067

Dear **Ranjitha**,

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th Jun, 2018

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday. Appropriate time off will be considered for work performed outside normal operational hours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,



HR manager

Date: 21/04/2018

Ref No: Hi-tech/2018/D/068

Dear Anitha C,

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th Jun, 2018

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,



HR manager

Date: 21/04/2018

Ref No: Hi-tech/2018/D/069

Dear **Prakash S,**

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th Jun, 2018

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in-lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,



HR manager

Date: 21/04/2018

Ref No: Hi-tech/2018/D/070

Dear **Seethaladevi R,**

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th Jun, 2018

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2 days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,



HR manager

Date: 21/04/2018

Ref No: Hi-tech/2018/D/071

Dear **Pongangadharan M,**

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th Jun, 2018

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,



HR manager

Date: 21/04/2018

Ref No: Hi-tech/2018/D/072

Dear **Kiruthiga G,**

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th Jun, 2018

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,

A handwritten signature in cursive script, appearing to read "Mr. Galson".

HR manager

Date: 21/04/2018

Ref No: Hi-tech/2018/D/073

Dear **Mahalakshmi K,**

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th Jun, 2018

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

- a) Employed for 1–3years : 12 days
- b) Employed for 4–5years : 15 days
- c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,

A handwritten signature in cursive script, appearing to read "M. Galsworthy".

HR manager

Date: 21/04/2018

Ref No: Hi-tech/2018/D/074

Dear **Subasri M,**

Appointment order as an Network Technician

With reference to your interview and subsequent internship, for the above position. We are pleased to appoint you for the post of Network Technician in our company with effect from 08th Jun, 2018.

1. SALARY

Your salary will commence at Rs.3.2 LPA per annum. This included all Statutory and non statutory benefit & Perks.

2. PROBATIONARY PERIOD

Your appointment will be subject to a probationary period of 3 months..

3. WORKING HOURS

Your working hours will be as follows:

Monday–Friday : 9.00 A.M – 5.00 P.M

LunchBreak : 1.00 A.M – 2.00 P.M

At times, you may be required to work on irregular hours, including Saturday and Sunday.Appropriate time off will be considered for work performed outside normal operationalhours.

4. LEAVE OF ABSENCE

Leave of absence whether medical or annual will be given in accordance with the Company's Employee leave Handbook. Application on prescribed form for leave must be made one week in advance to the plant Head.

5. PAID LEAVE

5.1 ANNUAL LEAVE

The annual leave will be as follows: -

a) Employed for 1–3years : 12 days

b) Employed for 4–5years : 15 days

c) Employed for more than 5years : 20 days

- The maximum leave for fresher will be fixed at 12 days. The leave will be taken at interval periods unless requested for special reasons such as an overseas trip, marriage or others.
- No leave will be granted immediately before/after Public Holidays.
- Employee may carry forward the unutilized leave to the following years. Maximum of 7 working days can be carry forward, to be utilized by the end of financial year.

5.2 MARRIAGE LEAVE

Permanent employees are entitled for 2days 'Marriage Leave in addition to casual leave.

5.3 COMPASSIONATE LEAVE

Permanent employees are entitled to:-

- a) 3 days-death of spouse, child or parent
- b) 1 day-death of parent-in-law, brother, sister or grandparent

6. BONUS

Bonus to employee depends upon the Company's profitability and your performance. It is only payable at the end of one year's service and will be paid before Tamil New Year.

7. EPF

Deduction of employee's contribution and employer's share of contribution towards provident fund will be in accordance with the respective Ordinance currently enforced by the Government of India.

8. PERIOD OF NOTICE FOR TERMINATION OF EMPLOYMENT

Period of notice for termination of employment or salary in lieu shall be as follows: -

- a. First month of probation—without notice
- b. Second month till probation end— 7days
- c. After probation—1month

Leave cannot be utilized during resignation notice period.

9. FRINGE BENEFITS

- a. Upon satisfactory completion of the probation period, you will become our permanent employee and are entitled to the fringe benefits specified in the Employee Handbook.
- b. You are required to serve the Company with loyalty and honesty strictly follows all instructions given to you by your supervisors in carrying out your duties.
- c. You shall not take or engage in any other employment, trade, business, what so ever outside the business of the Company during the period of your employment.

10. CONFIDENTIALITY

You shall not at any time during or after your employment term with the Company reveal any of

the affairs or secrets of the Company to any other person(s) nor use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

11. RESIGNATION / TERMINATION

The Company shall be at liberty at any time by notice in writing summarily terminate the service of the employee if: -

- a) She/he is guilty of misconduct;
- b) She/he is negligent in the discharge of her/his duties; or
- c) Being absent or being unable to perform her/his duties and alleging ill-health;
- d) She/he shall refuse to practitioner nominated by the company to examine her/him or shall fail to give to such medical practitioner the information necessary to report upon her/his state of health.

Wishing you the very best in your career with us.

Regards,



HR manager

Dated: 09th January 2018

Ms. Thirupreethi T
Address:
No.2 kacheri road,
Thiruthuraipoondi.614713
Thiruvarur (dt)

Email: 820814104070@egspec.org
Mobile: +91 7010777207

Dear Ms. Thirupreethi T

Greetings from Skava Systems!!

Skava systems Pvt. Ltd., a wholly owned subsidiary of Infosys Limited, (hereafter Skava systems or company) is pleased to offer you employment as "Assistant System Engineer".

Remuneration

Your joining date in Skava Systems is on 1st June 2018
Your remuneration will be based on total cost to company (CTC) of INR 315,000 per annum (Rupees Three Lakh Fifteen Thousand only per annum).

Location

You will be based at our Development center at TIDEL PARK at Coimbatore. You may be required to relocate to any of our units, departments or the offices of our affiliates and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant policies of the company in that work location. Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

Background Check

Your employment is contingent upon the successful completion of our screening process. You must provide

- a. Three passport size color photographs of yourself
- b. All your original certificates / testimonials, in support of your age, qualifications, relevant work experience, etc., for verification along with one set of photocopies
- c. Identity proof (Passport , Voter ID , IT PAN Card, Driving License)

Initials _____

If Skava Systems is not satisfied, in its sole discretion, with the outcome of the screening process, Skava Systems reserves the right to withdraw this Offer without notice and compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

Probation

You will be under Probation for a period of six (6) months from the date of joining which might extend depending upon your performance.

Notice Period

During probation, your services can be terminated with one month's notice or salary thereof by either parties. On confirmation, you will be required to give three (3) months' notice or salary thereof in case you decide to leave our services, subject to Skava Systems' discretion. Where circumstances make it necessary, Skava Systems will have the discretion to relieve you only at the end of the three (3) months' notice period. Similarly, Skava Systems can terminate your services by giving three (3) months' notice or salary thereof.

Other Terms & Conditions

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

On your first day of work, you must sign, without modification, a (i) Skava Systems proprietary Information and Inventions Agreement, (Annexure 1) , which includes standard provisions regarding Confidentiality, Intellectual Property and Competitive activities and (ii) the Code of Business Conduct and Ethics. Your employment shall be governed by all the rules and regulations, as amended from time to time, of Skava Systems as applicable to your category of employees.

This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure 2). If you have any questions regarding these agreements, please feel free to discuss it with us.

As a Skava Systems employee, you will be expected to abide by all Skava Systems rules, policies and procedures. Your working hours are subject to change as and when considered necessary by the management. You will have to make your own arrangements as regards stay and conveyance to and from the place of work.

This letter, including the enclosures, sets forth the entire terms of your employment with Skava Systems and supersedes any prior representations or agreements, whether written or oral concerning your employment at Skava Systems.

Initials _____

The terms contained in this offer letter may not be modified or amended except in writing, signed by the Chief Executive Officer of Skava Systems or their designee, and by you.

This offer of Employment shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Tamil Nadu, India.

If you wish to accept this employment kindly revert to us within 5 days from the date from the date of receiving the offer letter. You are welcome to join on or before 1st June 2018. Kindly sign a duplicate copy of this letter and return to us on the date of joining.

We look forward to a favorable reply and welcoming you to a productive and exciting work relationship in Skava Systems.

Thanking you,

Sincerely,

For Skava Systems Pvt. Ltd


Murali Krishna, VP
VP Offshore Delivery

Agreed and Accepted

Date

Start Date

Enclosures:

Annexure 1 - confidential Information and Inventions Agreement

Annexure 2 - Non Compete Agreement

Initials _____

Dated: 09th January 2018

Mr. Bharathapriya P
Address:
3/46 - West Street Sanganthi,
Edaiyur post ,
Thiruthuraiipoondi Tk ,
Thiruvarur Dt - 614702

Email: 820814104304@egspec.org
Mobile: +91 9488893245

Dear Mr. Bharathapriya P

Greetings from Skava Systems!!

Skava systems Pvt. Ltd., a wholly owned subsidiary of Infosys Limited, (hereafter Skava systems or company) is pleased to offer you employment as "Assistant System Engineer".

Remuneration

Your joining date in Skava Systems is on 1st June 2018
Your remuneration will be based on total cost to company (CTC) of INR 315,000 per annum (Rupees Three Lakh Fifteen Thousand only per annum).

Location

You will be based at our Development center at TIDEL PARK at Coimbatore. You may be required to relocate to any of our units, departments or the offices of our affiliates and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant policies of the company in that work location. Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

Background Check

Your employment is contingent upon the successful completion of our screening process. You must provide

- a. Three passport size color photographs of yourself
- b. All your original certificates / testimonials, in support of your age, qualifications, relevant work experience, etc., for verification along with one set of photocopies
- c. Identity proof (Passport , Voter ID , IT PAN Card, Driving License)

Initials _____

If Skava Systems is not satisfied, in its sole discretion, with the outcome of the screening process, Skava Systems reserves the right to withdraw this Offer without notice and compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

Probation

You will be under Probation for a period of six (6) months from the date of joining which might extend depending upon your performance.

Notice Period

During probation, your services can be terminated with one month's notice or salary thereof by either parties. On confirmation, you will be required to give three (3) months' notice or salary thereof in case you decide to leave our services, subject to Skava Systems' discretion. Where circumstances make it necessary, Skava Systems will have the discretion to relieve you only at the end of the three (3) months' notice period. Similarly, Skava Systems can terminate your services by giving three (3) months' notice or salary thereof.

Other Terms & Conditions

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

On your first day of work, you must sign, without modification, a (i) Skava Systems proprietary Information and Inventions Agreement, (Annexure 1) , which includes standard provisions regarding Confidentiality, Intellectual Property and Competitive activities and (ii) the Code of Business Conduct and Ethics. Your employment shall be governed by all the rules and regulations, as amended from time to time, of Skava Systems as applicable to your category of employees.

This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure 2). If you have any questions regarding these agreements, please feel free to discuss it with us.

As a Skava Systems employee, you will be expected to abide by all Skava Systems rules, policies and procedures. Your working hours are subject to change as and when considered necessary by the management. You will have to make your own arrangements as regards stay and conveyance to and from the place of work.

This letter, including the enclosures, sets forth the entire terms of your employment with Skava Systems and supersedes any prior representations or agreements, whether written or oral concerning your employment at Skava Systems.

Initials _____

The terms contained in this offer letter may not be modified or amended except in writing, signed by the Chief Executive Officer of Skava Systems or their designee, and by you.

This offer of Employment shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Tamil Nadu, India.

If you wish to accept this employment kindly revert to us within 5 days from the date from the date of receiving the offer letter. You are welcome to join on or before 1st June 2018. Kindly sign a duplicate copy of this letter and return to us on the date of joining.

We look forward to a favorable reply and welcoming you to a productive and exciting work relationship in Skava Systems.

Thanking you,

Sincerely,

For Skava Systems Pvt. Ltd


Murali Krishna, J.N
VP Offshore Delivery

Agreed and Accepted

Date

Start Date

Enclosures:

Annexure 1 - confidential Information and Inventions Agreement

Annexure 2 - Non Compete Agreement

Initials _____

Dated: 09th January 2018

Mr. Cholan. M.P
Address:
2 Main Road,
Nagore, Nagapattinam.
Pincode - 611002

Email: 820814105303@egspec.org
Mobile: +91 9943311992

Dear Mr. Cholan. M.P

Greetings from Skava Systems!!

Skava systems Pvt. Ltd., a wholly owned subsidiary of Infosys Limited, (hereafter Skava systems or company) is pleased to offer you employment as "Assistant System Engineer".

Remuneration

Your joining date in Skava Systems is on 1st June 2018
Your remuneration will be based on total cost to company (CTC) of INR 315,000 per annum (Rupees Three Lakh Fifteen Thousand only per annum).

Location

You will be based at our Development center at TIDEL PARK at Coimbatore. You may be required to relocate to any of our units, departments or the offices of our affiliates and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant policies of the company in that work location. Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

Background Check

Your employment is contingent upon the successful completion of our screening process. You must provide

- a. Three passport size color photographs of yourself
- b. All your original certificates / testimonials, in support of your age, qualifications, relevant work experience, etc., for verification along with one set of photocopies
- c. Identity proof (Passport , Voter ID , IT PAN Card, Driving License)

Initials _____

If Skava Systems is not satisfied, in its sole discretion, with the outcome of the screening process, Skava Systems reserves the right to withdraw this Offer without notice and compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

Probation

You will be under Probation for a period of six (6) months from the date of joining which might extend depending upon your performance.

Notice Period

During probation, your services can be terminated with one month's notice or salary thereof by either parties. On confirmation, you will be required to give three (3) months' notice or salary thereof in case you decide to leave our services, subject to Skava Systems' discretion. Where circumstances make it necessary, Skava Systems will have the discretion to relieve you only at the end of the three (3) months' notice period. Similarly, Skava Systems can terminate your services by giving three (3) months' notice or salary thereof.

Other Terms & Conditions

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

On your first day of work, you must sign, without modification, a (i) Skava Systems proprietary Information and Inventions Agreement, (Annexure 1) , which includes standard provisions regarding Confidentiality, Intellectual Property and Competitive activities and (ii) the Code of Business Conduct and Ethics. Your employment shall be governed by all the rules and regulations, as amended from time to time, of Skava Systems as applicable to your category of employees.

This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure 2). If you have any questions regarding these agreements, please feel free to discuss it with us.

As a Skava Systems employee, you will be expected to abide by all Skava Systems rules, policies and procedures. Your working hours are subject to change as and when considered necessary by the management. You will have to make your own arrangements as regards stay and conveyance to and from the place of work.

This letter, including the enclosures, sets forth the entire terms of your employment with Skava Systems and supersedes any prior representations or agreements, whether written or oral concerning your employment at Skava Systems.

Initials _____

The terms contained in this offer letter may not be modified or amended except in writing, signed by the Chief Executive Officer of Skava Systems or their designee, and by you.

This offer of Employment shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Tamil Nadu, India.


If you wish to accept this employment kindly revert to us within 5 days from the date from the date of receiving the offer letter. You are welcome to join on or before 1st June 2018. Kindly sign a duplicate copy of this letter and return to us on the date of joining.

We look forward to a favorable reply and welcoming you to a productive and exciting work relationship in Skava Systems.

Thanking you,

Sincerely,

For Skava Systems Pvt. Ltd


Murali Krishna, U.N
VP Offshore Delivery



Agreed and Accepted

Date

Start Date

Enclosures:

- Annexure 1 - confidential Information and Inventions Agreement
- Annexure 2 - Non Compete Agreement

Initials _____

Date: 19/07/18

Vincent Samuvel J
Department of Computer Science Engineering
E.G.S Pillay Engineering College

Dear Vincent Samuvel J,

Welcome to Centizen Inc.!

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

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

Warm regards,

A JOSEPH
Vice President
Centizen Inc.

Vincent Samuvel J
Department of Computer Science Engineering
E.G.S Pillay Engineering College

Dear Vincent Samuvel J,

Congratulations! We are delighted to appoint you as Software Engineer and your role is **Trainee Software Engineer**.

Here are the terms and conditions of our offer:

Joining

Your tentative scheduled date of Joining will be **19th July, 2018**. In case of inconvenience of either parties, adjustments can be made on the joining date.

Location

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

Leave

You are entitled to Earned Leave for 12 working days annually, right from your date of joining. If you take leave on loss of pay ("LOP"), such leave period shall not be included within the meaning of Service Period. You hereby acknowledge and agree that your Service Period shall be extended by the number of days of leave taken on LOP.

Agreement

Our offer to you as Trainee Software Engineer is subject to the execution of the Service Agreement. The Service Agreement details i.e., the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Centizen Inc., from the date of your joining and up to a period of 30 months including internship and training period. You will be required to complete the formalities on the Service Agreement at the time of joining.

Please note, non-execution of the Service Agreement will result in denial of employment with the Company.

Salary

Your Stipend for the Internship period of first six months will be **INR 10,000 per month**. After internship your Total Gross Salary will be **INR 25,000 per month**. There will be an increment in your salary based on your performance after the completion of two years' service. The break-up of your salary has been provided in the Compensation Details sheet in Annexure – I and Annexure – II.

Notice period

During the service period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training / employment can be terminated by the Company.

On confirmation, you will be required to give three months' notice in case you decide to leave our services, subject to the Company's discretion.

Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months' notice period. Similarly, the Company can terminate your services by giving two months' notice. Notice period can be served only after the service agreement period.

Background checks

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

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

Other terms and conditions

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

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into

without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

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

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

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

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

Yours sincerely,

A JOSEPH
Vice President
Centizen Inc.

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

Date:

Sign your name

Print your name Location

ANNEXURE – I
(Compensation after Six months)

COMPENSATION DETAILS (All figures in INR per month)	
ROLE	Software Engineer
ROLE DESIGNATION	Trainee Software Engineer
MONTHLY COMPONENTS	
BASIC SALARY	12, 188
HRA	5,125
BASKET OF ALLOWANCES (This is to be used towards LTA, Medical Allowance, Children's Education Allowance, Transport Allowance)	7,687
MONTHLY GROSS SALARY	25,000
Yearly bonus will be provided based on the individual performance (Performance Pay)	0 to 46,250 Per annum
Yearly bonus will be provided based on the company performance (Performance Pay)	0 to 46,250 Per annum

ANNEXURE-II
(Compensation for the first Six months)

COMPENSATION DETAILS (All figures in INR per month)	
ROLE	Software Engineer
ROLE DESIGNATION	Trainee Software Engineer
MONTHLY COMPONENTS	
STIPEND PER MONTH	10,000

Date: 19/07/18

Thenmozhi V R
Department of Computer Science Engineering
E.G.S Pillay Engineering College

Dear Thenmozhi V R,

Welcome to Centizen Inc.!

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

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

Warm regards,

A JOSEPH
Vice President
Centizen Inc.

Thenmozhi V R
Department of Computer Science Engineering
E.G.S Pillay Engineering College

Dear Thenmozhi V R,

Congratulations! We are delighted to appoint you as Software Engineer and your role is **Trainee Software Engineer**.

Here are the terms and conditions of our offer:

Joining

Your tentative scheduled date of Joining will be **19th July, 2018**. In case of inconvenience of either parties, adjustments can be made on the joining date.

Location

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

Leave

You are entitled to Earned Leave for 12 working days annually, right from your date of joining. If you take leave on loss of pay ("LOP"), such leave period shall not be included within the meaning of Service Period. You hereby acknowledge and agree that your Service Period shall be extended by the number of days of leave taken on LOP.

Agreement

Our offer to you as Trainee Software Engineer is subject to the execution of the Service Agreement. The Service Agreement details i.e., the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Centizen Inc., from the date of your joining and up to a period of 30 months including internship and training period. You will be required to complete the formalities on the Service Agreement at the time of joining.

Please note, non-execution of the Service Agreement will result in denial of employment with the Company.

Salary

Your Stipend for the Internship period of first six months will be **INR 10,000 per month**. After internship your Total Gross Salary will be **INR 25,000 per month**. There will be an increment in your salary based on your performance after the completion of two years' service. The break-up of your salary has been provided in the Compensation Details sheet in Annexure – I and Annexure – II.

Notice period

During the service period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training / employment can be terminated by the Company.

On confirmation, you will be required to give three months' notice in case you decide to leave our services, subject to the Company's discretion.

Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months' notice period. Similarly, the Company can terminate your services by giving two months' notice. Notice period can be served only after the service agreement period.

Background checks

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

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

Other terms and conditions

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

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into

without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

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

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

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

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

Yours sincerely,

A JOSEPH
Vice President
Centizen Inc.

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

Date:

Sign your name

Print your name

Location

ANNEXURE – I
(Compensation after Six months)

COMPENSATION DETAILS (All figures in INR per month)	
ROLE	Software Engineer
ROLE DESIGNATION	Trainee Software Engineer
MONTHLY COMPONENTS	
BASIC SALARY	12, 188
HRA	5,125
BASKET OF ALLOWANCES (This is to be used towards LTA, Medical Allowance, Children's Education Allowance, Transport Allowance)	7,687
MONTHLY GROSS SALARY	25,000
Yearly bonus will be provided based on the individual performance (Performance Pay)	0 to 46,250 Per annum
Yearly bonus will be provided based on the company performance (Performance Pay)	0 to 46,250 Per annum

ANNEXURE-II
(Compensation for the first Six months)

COMPENSATION DETAILS (All figures in INR per month)	
ROLE	Software Engineer
ROLE DESIGNATION	Trainee Software Engineer
MONTHLY COMPONENTS	
STIPEND PER MONTH	10,000

Date: 19/07/18

Arunprasath V
Department of Computer Science Engineering
E.G,S Pillay Engineering College

Dear Arunprasath V,

Welcome to Centizen Inc.!

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

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

Warm regards,

A JOSEPH
Vice President
Centizen Inc.

Arunprasath V
Department of Computer Science Engineering
E.G.S Pillay Engineering College

Dear Arunprasath V,

Congratulations! We are delighted to appoint you as Software Engineer and your role is **Trainee Software Engineer**.

Here are the terms and conditions of our offer:

Joining

Your tentative scheduled date of Joining will be **19th July, 2018**. In case of inconvenience of either parties, adjustments can be made on the joining date.

Location

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

Leave

You are entitled to Earned Leave for 12 working days annually, right from your date of joining. If you take leave on loss of pay ("LOP"), such leave period shall not be included within the meaning of Service Period. You hereby acknowledge and agree that your Service Period shall be extended by the number of days of leave taken on LOP.

Agreement

Our offer to you as Trainee Software Engineer is subject to the execution of the Service Agreement. The Service Agreement details i.e., the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Centizen Inc., from the date of your joining and up to a period of 30 months including internship and training period. You will be required to complete the formalities on the Service Agreement at the time of joining.

Please note, non-execution of the Service Agreement will result in denial of employment with the Company.

Salary

Your Stipend for the Internship period of first six months will be **INR 10,000 per month**. After internship your Total Gross Salary will be **INR 25,000 per month**. There will be an increment in your salary based on your performance after the completion of two years' service. The break-up of your salary has been provided in the Compensation Details sheet in Annexure – I and Annexure – II.

Notice period

During the service period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training / employment can be terminated by the Company.

On confirmation, you will be required to give three months' notice in case you decide to leave our services, subject to the Company's discretion.

Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months' notice period. Similarly, the Company can terminate your services by giving two months' notice. Notice period can be served only after the service agreement period.

Background checks

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

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

Other terms and conditions

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

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into

without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

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

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

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

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

Yours sincerely,

A JOSEPH
Vice President
Centizen Inc.

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

Date:

Sign your name

Print your name

Location

ANNEXURE – I
(Compensation after Six months)

COMPENSATION DETAILS (All figures in INR per month)	
ROLE	Software Engineer
ROLE DESIGNATION	Trainee Software Engineer
MONTHLY COMPONENTS	
BASIC SALARY	12, 188
HRA	5,125
BASKET OF ALLOWANCES (This is to be used towards LTA, Medical Allowance, Children's Education Allowance, Transport Allowance)	7,687
MONTHLY GROSS SALARY	25,000
Yearly bonus will be provided based on the individual performance (Performance Pay)	0 to 46,250 Per annum
Yearly bonus will be provided based on the company performance (Performance Pay)	0 to 46,250 Per annum

ANNEXURE-II
(Compensation for the first Six months)

COMPENSATION DETAILS (All figures in INR per month)	
ROLE	Software Engineer
ROLE DESIGNATION	Trainee Software Engineer
MONTHLY COMPONENTS	
STIPEND PER MONTH	10,000

Date: 19/07/18

Suganya S
Department of Computer Science Engineering
E.G.S Pillay Engineering College

Dear Suganya S,

Welcome to Centizen Inc.!

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

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

Warm regards,

A JOSEPH
Vice President
Centizen Inc.

Suganya S
Department of Computer Science Engineering
E.G.S Pillay Engineering College

Dear Suganya S,

Congratulations! We are delighted to appoint you as Software Engineer and your role is **Trainee Software Engineer**.

Here are the terms and conditions of our offer:

Joining

Your tentative scheduled date of Joining will be **19th July, 2018**. In case of inconvenience of either parties, adjustments can be made on the joining date.

Location

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

Leave

You are entitled to Earned Leave for 12 working days annually, right from your date of joining. If you take leave on loss of pay ("LOP"), such leave period shall not be included within the meaning of Service Period. You hereby acknowledge and agree that your Service Period shall be extended by the number of days of leave taken on LOP.

Agreement

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Please note, non-execution of the Service Agreement will result in denial of employment with the Company.

Salary

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Notice period

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On confirmation, you will be required to give three months' notice in case you decide to leave our services, subject to the Company's discretion.

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Other terms and conditions

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

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into

without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

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

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

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

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

Yours sincerely,

A JOSEPH
Vice President
Centizen Inc.

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

Date:

Sign your name

Print your name

Location

ANNEXURE – I
(Compensation after Six months)

COMPENSATION DETAILS (All figures in INR per month)	
ROLE	Software Engineer
ROLE DESIGNATION	Trainee Software Engineer
MONTHLY COMPONENTS	
BASIC SALARY	12, 188
HRA	5,125
BASKET OF ALLOWANCES (This is to be used towards LTA, Medical Allowance, Children's Education Allowance, Transport Allowance)	7,687
MONTHLY GROSS SALARY	25,000
Yearly bonus will be provided based on the individual performance (Performance Pay)	0 to 46,250 Per annum
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ANNEXURE-II
(Compensation for the first Six months)

COMPENSATION DETAILS (All figures in INR per month)	
ROLE	Software Engineer
ROLE DESIGNATION	Trainee Software Engineer
MONTHLY COMPONENTS	
STIPEND PER MONTH	10,000

29/03/2018

Letter of Intent

To

Chitra R

Employee ID: NIT/2018/EGS/070

With reference to your interview, we are pleased to offer you the position of Trainee Software developer in our Organization

Your joining date is confirmed at 07/06/2018 as per the following terms and conditions. You are entitled to a CTC of 3 LPA. If you agree to comply with Terms and Conditions of Appointment then submit a signed copy of mark sheet, Pan Card, Aadhar Card as well as Passport Size Photo and also bring the originals for verifications.

Please send us an acknowledgement of this offer confirming your joining we look forward to a mutually rewarding professional relationship with you.

Regards,

For Navatron IT Solutions,



P. Mark Gibran – Human Resource Management.



Navatron IT Solutions
17 A, Swiss Plaza, Sirkali-609110
Email: markgibran@navatronitsolution.com

29/03/2018

Letter of Intent

To

Loheswari M

Employee ID: NIT/2018/EGS/071

With reference to your interview, we are pleased to offer you the position of Trainee Software developer in our Organization

Your joining date is confirmed at 07/06/2018 as per the following terms and conditions. You are entitled to a CTC of 3 LPA. If you agree to comply with Terms and Conditions of Appointment then submit a signed copy of mark sheet, Pan Card, Aadhar Card as well as Passport Size Photo and also bring the originals for verifications.

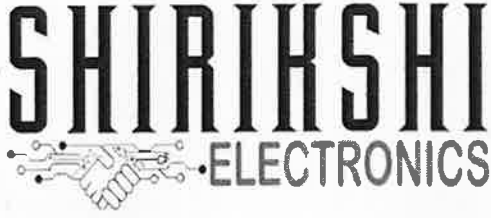
Please send us an acknowledgement of this offer confirming your joining we look forward to a mutually rewarding professional relationship with you.

Regards,

For Navatron IT Solutions,

A handwritten signature in black ink, appearing to read 'P. Mark Gibran', with a horizontal line underneath.

P. Mark Gibran – Human Resource Management.



SHIRIKSHI ELECTRONICS PVT. LTD
S. Kailash (ceo) - D. Vignesh Raj(ceo)
49, IHFD Nagar, Keelkattalai, Chennai- 600117
Contact: 8870741997 | Email: vigneshraj@shirikshielectronics.co

Date: 11 - 04 - 2018

Ref No: SE/EGS/0684

Letter of Appointment

Dear Mr./Ms Akila.R

Welcome to **SHIRIKSHI ELECTRONICS**.

I am pleased to offer you an appointment in the position of **Junior Engineer** with **SHIRIKSHI ELECTRONICS**.

I am eager to have you as part of our team. I foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on 11th April 2018.

As **Software Tester**, you will be entitled to a monthly starting remuneration of **Rs 1.8 Lakhs Per Annum**. /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at **SHIRIKSHI ELECTRONICS** is dependent on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

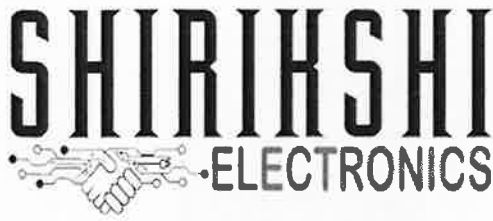
Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining **SHIRIKSHI ELECTRONICS** on the given date.

I am looking forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj', is written over a faint circular watermark.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



SHIRIKSHI ELECTRONICS PVT. LTD
S. Kailash (ceo) - D. Vignesh Raj(ceo)
49,IHFD Nagar, Keelkattalai, Chennai- 600117
Contact: 8870741997 | Email: vigneshraj@shirikshielectronics.com

Date: 11 - 04 - 2018

Ref No: SE/EGS/0685

Letter of Appointment

Dear Mr./Ms Keerthana R

Welcome to SHIRIKSHI ELECTRONICS.

I am pleased to offer you an appointment in the position of **Junior Engineer** with SHIRIKSHI ELECTRONICS.

I am eager to have you as part of our team. I foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on 11th April 2018.

As **Software Tester**, you will be entitled to a monthly starting remuneration of **Rs 1.8 Lakhs Per Annum.** /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS is dependent on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

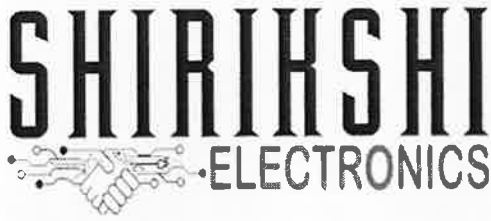
Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

I am looking forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj', is written over a faint circular watermark.

**Mr. D.Vignesh Raj,
Sr Executive Talent Management HR**



SHIRIKSHI ELECTRONICS PVT. LTD
S. Kailash (ceo) - D. Vignesh Raj(ceo)
49, IHFD Nagar, Keelkattalai, Chennai- 600117
Contact: 8870741997 | Email: vigneshraj@shirikshielectronics.com

Date: 11 - 04 - 2018

Ref No: SE/EGS/0686

Letter of Appointment

Dear Mr./Ms Rajalakshmi M

Welcome to SHIRIKSHI ELECTRONICS.

I am pleased to offer you an appointment in the position of **Junior Engineer** with SHIRIKSHI ELECTRONICS.

I am eager to have you as part of our team. I foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on 11th April 2018.

As **Software Tester**, you will be entitled to a monthly starting remuneration of **Rs 1.8 Lakhs Per Annum.** /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS is dependent on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

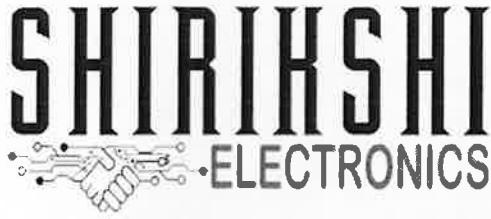
Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

I am looking forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj'.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



SHIRIKSHI ELECTRONICS PVT. LTD
S. Kailash (ceo) - D. Vignesh Raj(ceo)
49,IHFD Nagar, Keelkattalai, Chennai- 600117
Contact: 8870741997 | Email: vigneshraj@shirikshielectronics.com

Date: 11 - 04 - 2018

Ref No: SE/EGS/0687

Letter of Appointment

Dear Mr./Ms Swathi K

Welcome to **SHIRIKSHI ELECTRONICS**.

I am pleased to offer you an appointment in the position of **Junior Engineer** with **SHIRIKSHI ELECTRONICS**.

I am eager to have you as part of our team. I foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on 11th April 2018.

As **Software Tester**, you will be entitled to a monthly starting remuneration of **Rs 1.8 Lakhs Per Annum**, /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at **SHIRIKSHI ELECTRONICS** is dependent on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

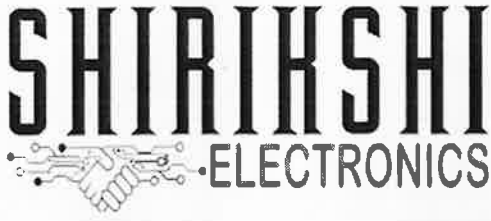
Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining **SHIRIKSHI ELECTRONICS** on the given date.

I am looking forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj', is written over a faint circular watermark.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



SHIRIKSHI ELECTRONICS PVT. LTD
S. Kailash (ceo) - D. Vignesh Raj(ceo)
49,IHFD Nagar, Keelkattalai, Chennai- 600117
Contact: 8870741997 | Email: vigneshraj@shirikshielectronics.com

Date: 11 - 04 - 2018

Ref No: SE/EGS/0688

Letter of Appointment

Dear Mr./Ms Subashini V

Welcome to **SHIRIKSHI ELECTRONICS**.

I am pleased to offer you an appointment in the position of **Junior Engineer** with **SHIRIKSHI ELECTRONICS**.

I am eager to have you as part of our team. I foresee your **potential** skills as a **valuable** contribution to our company and clients. Your appointment as **Software Tester** will commence on 11th April 2018.

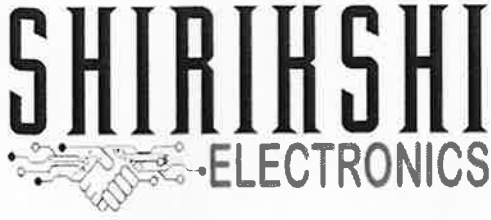
As **Software Tester**, you will be entitled to a monthly starting remuneration of **Rs 1.8 Lakhs Per Annum**. /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at **SHIRIKSHI ELECTRONICS** is dependent on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining **SHIRIKSHI ELECTRONICS** on the given date.

I am looking forward to working with you.

Sincerely,

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



SHIRIKSHI ELECTRONICS PVT. LTD
S. Kailash (ceo) - D. Vignesh Raj(ceo)
49, IHFD Nagar, Keelkattalai, Chennai- 600117
Contact: 8870741997 | Email: vigneshraj@shirikshielectronics.com

Date: 11 - 04 - 2018

Ref No: SE/EGS/0689

Letter of Appointment

Dear Mr./Ms Vanmathi P

Welcome to **SHIRIKSHI ELECTRONICS**.

I am pleased to offer you an appointment in the position of **Junior Engineer** with **SHIRIKSHI ELECTRONICS**.

I am eager to have you as part of our team. I foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on 11th April 2018.

As **Software Tester**, you will be entitled to a monthly starting remuneration of **Rs 1.8 Lakhs Per Annum**. /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at **SHIRIKSHI ELECTRONICS** is dependent on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

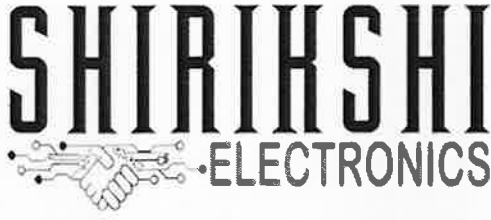
Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining **SHIRIKSHI ELECTRONICS** on the given date.

I am looking forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj'.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



SHIRIKSHI ELECTRONICS PVT. LTD
S. Kailash (ceo) - D. Vignesh Raj(ceo)
49,IHFD Nagar, Keelkattalai, Chennai- 600117
Contact: 8870741997 | Email: vigneshraj@shirikshielectronics.com

Date: 11 - 04 - 2018

Ref No: SE/EGS/0690

Letter of Appointment

Dear Mr./Ms Dineshkumar.R

Welcome to SHIRIKSHI ELECTRONICS.

I am pleased to offer you an appointment in the position of **Junior Engineer** with SHIRIKSHI ELECTRONICS.

I am eager to have you as part of our team. I foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on 11th April 2018.

As **Software Tester**, you will be entitled to a monthly starting remuneration of **Rs 1.8 Lakhs Per Annum.** /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS is dependent on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

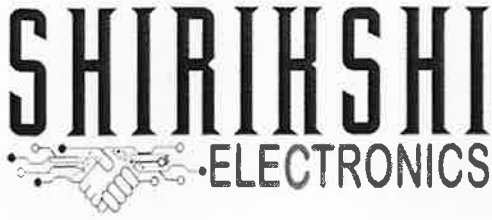
Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

I am looking forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj', is written over a faint circular watermark.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



SHIRIKSHI ELECTRONICS PVT. LTD
S. Kailash (ceo) - D. Vignesh Raj(ceo)
49, IHFD Nagar, Keelkattalai, Chennai- 600117
Contact: 8870741997 | Email: vigneshraj@shirikshielectronics.com

Date: 11 - 04 - 2018

Ref No: SE/EGS/0691

Letter of Appointment

Dear Mr./Ms Venkatesh Prasad J

Welcome to SHIRIKSHI ELECTRONICS.

I am pleased to offer you an appointment in the position of **Junior Engineer** with SHIRIKSHI ELECTRONICS.

I am eager to have you as part of our team. I foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on 11th April 2018.

As **Software Tester**, you will be entitled to a monthly starting remuneration of **Rs 1.8 Lakhs Per Annum.** /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at SHIRIKSHI ELECTRONICS is dependent on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

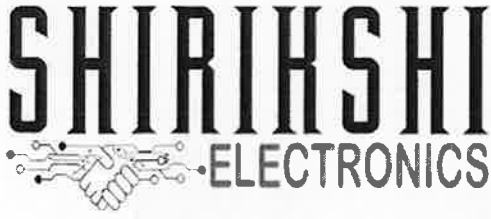
Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining SHIRIKSHI ELECTRONICS on the given date.

I am looking forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj'.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



SHIRIKSHI ELECTRONICS PVT. LTD
S. Kailash (ceo) - D. Vignesh Raj(ceo)
49, IHFD Nagar, Keelkattalai, Chennai- 600117
Contact: 8870741997 | Email: vigneshraj@shirikshielectronics.com

Date: 11 - 04 - 2018

Ref No: SE/EGS/0692

Letter of Appointment

Dear Mr./Ms Aravindkumar.A

Welcome to **SHIRIKSHI ELECTRONICS**.

I am pleased to offer you an appointment in the position of **Junior Engineer** with **SHIRIKSHI ELECTRONICS**.

I am eager to have you as part of our team. I foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on 11th April 2018.

As **Software Tester**, you will be entitled to a monthly starting remuneration of **Rs 1.8 Lakhs Per Annum**. /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at **SHIRIKSHI ELECTRONICS** is dependent on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

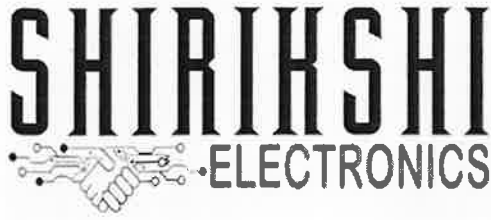
Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining **SHIRIKSHI ELECTRONICS** on the given date.

I am looking forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj', is written over a faint circular watermark.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



SHIRIKSHI ELECTRONICS PVT. LTD
S. Kailash (ceo) - D. Vignesh Raj(ceo)
49,IHFD Nagar, Keelkattalai, Chennai- 600117
Contact: 8870741997 | Email: vigneshraj@shirikshielectronics.com

Date: 11 - 04 - 2018

Ref No: SE/EGS/0693

Letter of Appointment

Dear Mr./Ms Rabin P

Welcome to **SHIRIKSHI ELECTRONICS**.

I am pleased to offer you an appointment in the position of **Junior Engineer** with **SHIRIKSHI ELECTRONICS**.

I am eager to have you as part of our team. I foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on 11th April 2018.

As **Software Tester**, you will be entitled to a monthly starting remuneration of **Rs 1.8 Lakhs Per Annum**. /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at **SHIRIKSHI ELECTRONICS** is dependent on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

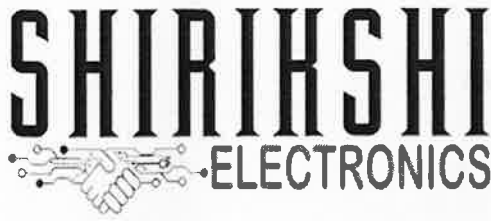
Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining **SHIRIKSHI ELECTRONICS** on the given date.

I am looking forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj', is written over a faint, large watermark of the company logo.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



SHIRIKSHI ELECTRONICS PVT. LTD
S. Kailash (ceo) - D. Vignesh Raj(ceo)
49, IHFD Nagar, Keelkattalai, Chennai- 600117
Contact: 8870741997 | Email: vigneshraj@shirikshielectronics.com

Date: 11 - 04 - 2018

Ref No: SE/EGS/0694

Letter of Appointment

Dear Mr./Ms Rishwanthraj.L

Welcome to **SHIRIKSHI ELECTRONICS**.

I am pleased to offer you an appointment in the position of **Junior Engineer** with **SHIRIKSHI ELECTRONICS**.

I am eager to have you as part of our team. I foresee your potential skills as a valuable contribution to our company and clients. Your appointment as **Software Tester** will commence on 11th April 2018.

As **Software Tester**, you will be entitled to a monthly starting remuneration of **Rs 1.8 Lakhs Per Annum**. /- which indicates cost to company. You will be on a probation period of six months. Regular performance review will be conducted to assess your performance and suitability. Your continued employment at **SHIRIKSHI ELECTRONICS** is dependent on your successful completion of the probationary period. Your salary will be reviewed after a period of 6 months and thereafter every 12 months. You will be entitled to all allowances and benefits whatever decided by the management.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining **SHIRIKSHI ELECTRONICS** on the given date.

I am looking forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Vignesh Raj'.

Mr. D.Vignesh Raj,
Sr Executive Talent Management HR



Devi R

Date: April 30, 2018

Subject: Letter of Appointment

Dear Devi R,

We are pleased to offer you, the position of **"Trainee-Software Engineer"** with **VueData Technologies Pvt. Ltd** on the following terms and conditions:

This offer of appointment is valid subject to your fulfilling the following conditions:-

- Successful completion of the training course
- The Management can revoke the offer of appointment if the performance of the candidate is deemed below the performance standards set by the organization during the training
- The Management can revoke the offer of Appointment if the candidate fails to meet the performance criteria in the final exam of the training
- The Management can revoke the offer if the candidate exhibits improper conduct or misbehavior during the training
- You are entitled to successfully complete the final semester exams and thus meeting the academic criteria set by the organization.

Employment Start date

You will be informed of your conformation date after successful completion of Training.

Salary and Allowances

Your Annual Remuneration will be **Rs 2,80,000/- (Two Lakh Eighty Thousand Only)**. You will be eligible for Allowances, as per the rules of the Company and at the discretion of the Company. You acknowledge and agree that your salary package is a matter purely between yourself and the Company and you are to keep this information and any changes there to, strictly confidential. Your salary/emoluments will be periodically reviewed as per the Company's policies. Your increments and promotions shall be at the discretion of the Company and will be subject to and based on your performance.

ServiceBond

You are required to sign a **service bond** with our organization for a sum of **Rs 1, 00, 000/- (One Lakh)**. As per the bond you will be required to serve the company for a minimum period of **one year** from the date of your joining. Failing to serve the bond, you will be entitled to pay the agreed amount to the company.

**Probation period**

You shall, initially, be on probation for a period of 3 months from your joining date. On completion of the probation period, if your work and general conduct are found to be satisfactory, we shall confirm you as a permanent employee.

Place of posting

Your initial place of posting will be at **Chennai**, India. However, you may be posted/transferred to any other place or offices of the Company or its affiliates, as per Company may, from time to time, deem necessary. On such posting, you will be governed by the terms and conditions of service applicable to the new assignment.

Employment Type

Your employment with the company is on a full-time basis. While you are in the services of the company, you shall also not undertake or be interested, either directly or indirectly, in any other business or activities, which are contrary to or inconsistent with your employment with the company or the company's interest. You shall devote yourself exclusively to the business of the Company.

Confidentiality

During your employment with the Company, you may be privy to confidential information of the Company and/or its clients. You shall always, keep in strictest confidence and trust, the Company and its Client's confidential information including that which you may have created. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, designs, specifications, and all papers, records and other documents containing such Confidential Information. You will keep the Company duly and promptly informed, in writing, if you are bound by any confidentiality, non-compete or other similar agreements with any of your previous employers.

Intellectual property rights

During your employment, if you conceive of any new or advanced methods, inventions, designs or improvements, processes / systems in relation to the operation of the Company, all such developments shall be communicated to the Company and will be and remain the sole right / property of the Company and you shall execute documents and do all things necessary to enable the Company to obtain all rights to the same.

Notices

Any notice that may be required to be given to you shall be deemed to be duly and properly given, if hand delivered to you personally or sent by registered post to you at your address, as per the records available with the Company.



Termination

Your employment shall be terminable by either party, with or without cause, by giving the other party one-month' notice during the probation period and two months' notice thereafter.

The Company reserves the right to terminate your employment summarily without anynotice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence or have committed any fundamental breach of contract or caused any loss to the Company

Governing Terms

This letter of appointment, read with the documents referred to herein, shall be the sole document governing our relationship and supersedes all other letters of appointment previously issued and/or all other agreements, memoranda, documents and discussions. Our relationship will be governed only by the terms hereof.

Yours Sincerely,
For VueData,

A handwritten signature in black ink, appearing to read 'Chris Paul H.' with a horizontal line underneath.

Chris Paul H | Human resources

Acceptance of offer

I have read and agree to the terms stated in the agreement which supersedes and replaces all prior negotiations and agreements whether written or verbal. This agreement reflects the full and complete agreement between VueData and me on the subjects contained and referred herein. My signature below constitutes a full and complete understanding of the terms and conditions contained in this agreement, including the annexure incorporated.

AGREED, UNDERSTOOD AND ACCEPTED

Devi R

Date

Annexure:

Component	Amount (Rs.)
Basic	1,12,000
HRA	56,000
Children Education Allowance	2,400
Travel and Medical Reimbursement	40,000
Special Allowance	48,000
GROSS SALARY	2,58,400
Provident Fund	21,600
NET PAY	2,80,000



Dhivya T

Date: April 30, 2018

Subject: Letter of Appointment

Dear Dhivya T,

We are pleased to offer you, the position of **“Trainee-Software Engineer”** with **VueData Technologies Pvt. Ltd** on the following terms and conditions:

This offer of appointment is valid subject to your fulfilling the following conditions:-

- Successful completion of the training course
- The Management can revoke the offer of appointment if the performance of the candidate is deemed below the performance standards set by the organization during the training
- The Management can revoke the offer of Appointment if the candidate fails to meet the performance criteria in the final exam of the training
- The Management can revoke the offer if the candidate exhibits improper conduct or misbehavior during the training
- You are entitled to successfully complete the final semester exams and thus meeting the academic criteria set by the organization.

Employment Start date

You will be informed of your conformation date after successful completion of Training.

Salary and Allowances

Your Annual Remuneration will be **Rs 2,80,000/- (Two Lakh Eighty Thousand Only)**. You will be eligible for Allowances, as per the rules of the Company and at the discretion of the Company. You acknowledge and agree that your salary package is a matter purely between yourself and the Company and you are to keep this information and any changes there to, strictly confidential. Your salary/emoluments will be periodically reviewed as per the Company's policies. Your increments and promotions shall be at the discretion of the Company and will be subject to and based on your performance.

ServiceBond

You are required to sign a **service bond** with our organization for a sum of **Rs 1, 00, 000/- (One Lakh)**. As per the bond you will be required to serve the company for a minimum period of **one year** from the date of your joining. Failing to serve the bond, you will be entitled to pay the agreed amount to the company.

**Probation period**

You shall, initially, be on probation for a period of 3 months from your joining date. On completion of the probation period, if your work and general conduct are found to be satisfactory, we shall confirm you as a permanent employee.

Place of posting

Your initial place of posting will be at **Chennai**, India. However, you may be posted/transferred to any other place or offices of the Company or its affiliates, as per Company may, from time to time, deem necessary. On such posting, you will be governed by the terms and conditions of service applicable to the new assignment.

Employment Type

Your employment with the company is on a full-time basis. While you are in the services of the company, you shall also not undertake or be interested, either directly or indirectly, in any other business or activities, which are contrary to or inconsistent with your employment with the company or the company's interest. You shall devote yourself exclusively to the business of the Company.

Confidentiality

During your employment with the Company, you may be privy to confidential information of the Company and/or its clients. You shall always, keep in strictest confidence and trust, the Company and its Client's confidential information including that which you may have created. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, designs, specifications, and all papers, records and other documents containing such Confidential Information. You will keep the Company duly and promptly informed, in writing, if you are bound by any confidentiality, non-compete or other similar agreements with any of your previous employers.

Intellectual property rights

During your employment, if you conceive of any new or advanced methods, inventions, designs or improvements, processes / systems in relation to the operation of the Company, all such developments shall be communicated to the Company and will be and remain the sole right / property of the Company and you shall execute documents and do all things necessary to enable the Company to obtain all rights to the same.

Notices

Any notice that may be required to be given to you shall be deemed to be duly and properly given, if hand delivered to you personally or sent by registered post to you at your address, as per the records available with the Company.



Termination

Your employment shall be terminable by either party, with or without cause, by giving the other party one-month' notice during the probation period and two months' notice thereafter.

The Company reserves the right to terminate your employment summarily without anynotice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence or have committed any fundamental breach of contract or caused any loss to the Company

Governing Terms

This letter of appointment, read with the documents referred to herein, shall be the sole document governing our relationship and supersedes all other letters of appointment previously issued and/or all other agreements, memoranda, documents and discussions. Our relationship will be governed only by the terms hereof.

Yours Sincerely,
For VueData,

Chris Paul H| Human resources

Acceptance of offer

I have read and agree to the terms stated in the agreement which supersedes and replaces all prior negotiations and agreements whether written or verbal. This agreement reflects the full and complete agreement between VueData and me on the subjects contained and referred herein. My signature below constitutes a full and complete understanding of the terms and conditions contained in this agreement, including the annexure incorporated.

AGREED, UNDERSTOOD AND ACCEPTED

Dhivya T

Date

Annexure:

Component	Amount (Rs.)
Basic	1,12,000
HRA	56,000
Children Education Allowance	2,400
Travel and Medical Reimbursement	40,000
Special Allowance	48,000
GROSS SALARY	2,58,400
Provident Fund	21,600
NET PAY	2,80,000

56



09-July-2018
Chennai 600 100

Ms. Sowmya Rajendran,
Chennai

Dear Ms Sowmya Rajendran,

APPOINTMENT LETTER

We refer to your application and subsequent test/interview you had with us and we are pleased to offer you appointment as **Assistant Systems Engineer**, based at Chennai as per terms and conditions given below.

1. You will be on probation for a period of one year from the date of joining. You will be absorbed in the regular rolls of the company after completion of your probation period.
2. Your CTC will be **Rs.2,75,000/- (Rupees Two lakhs seventy five thousand only)** per annum as per your offer letter, the breakup of which is given as per Annexure - A.
3. You will complete the probation successfully without break and you will undertake to serve the company for a minimum of Two years from the date of joining.
4. During probation three month's notice/three months' gross salary will be applicable on either side. Management reserves the right to terminate if the employee is found guilty of breach of clause (2) of Non-Disclosure agreement.
5. You will be governed by the service rules of the company as may be applicable to you from time to time.
6. You will devote the whole of your time, attention and ability to the business of the company and will observe all rules and regulations applicable from time to time. You will not accept any employment part -time or otherwise.
7. This is a position of continuous responsibility and does not entail payment of extra time or over time.

..2..



-2-

8. You will undergo medical examination by the company's medical officer/hospital as per business requirements at any time during your tenure with the company. In case you have suspected communicable diseases, this offer will be withdrawn.

9. The appointment letter is enclosed in duplicate. You are requested to sign the duplicate copy of the appointment letter in acknowledgement of your having accepted the terms and conditions.

10. We have pleasure in welcoming you and trust you will have many mutually beneficial years of service with Jasmin InfoTech.

11. Background verification with regards to your previous employment, Educational qualifications, criminal records and address will be initiated within a week of your acceptance of the offer or during the course of employment. If it is found that incorrect information is provided, company at its sole discretion shall cancel/withdraw the offer.

12. Variable pay will be paid out subject to achieving targets which will be discussed upon joining. Employee should be active on rolls of organization during time of payout i.e., should not have resigned/serving notice period.

13. All other terms and conditions of employment remain unchanged.

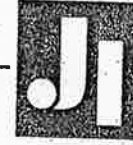
Yours truly,
For Jasmin Infotech Pvt Ltd

T. Sivasankara Prasad
CEO

I have read, understood and I accept the above terms and conditions of employment mentioned above and in the attachment to the letter. As desired, I shall join service w.e.f 09-July-2018.

Signature

Date:



ANNEXURE - A

Name : Sowmya Rajendran
Designation : Assistant Systems Engineer

FIXED COMPENSATION	Per Month	Per annum
BASIC SALARY	13392	160704
HRA	6696	80352
Employer's PF Contribution	1607	19284
Gratuity	603	7232
Group Mediclaim Insurance & PA	620	7440
TOTAL FIXED COMPENSATION	22918	275012

TOTAL COMPENSATION	Per Annum
(Rupees Two lakhs seventy five thousand only)	275000

For Jasmin Infotech Pvt. Ltd.,


Sivasankara Prasad Thupalli
CEO.



DoorNo:G171,Ground Floor,Phase-3, No:769,
Spencer Plaza, Anna Salai, Chennai –600002

careers@ysquaretechnology.com

careers@ysquaretechnology.com

April 12, 2018

Employee ID: YST/Chennai/201803465

Dear K.M.Ilthifath Mariyam Nihar,

We are pleased to extend to you an offer of employment with Ysquare Technology, Chennai. This offer letter is in confirmation of the terms and conditions set forth for the position of **Junior Associate**, you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and condition upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by Ysquare Technology or an appropriate third party, and the results of such background checks being favorable in company's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by Ysquare Technology.

As stated to you during the discussions, there will be 6 month probation period during which you would be evaluated and on successful completion of the probation period, your position would be confirmed as **Junior Associate** with the company.

At Ysquare Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of a fast growing information technology company and part of a culture that is driven to improve and outperform.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

We welcome you to join us in this exciting journey.

Thanking you

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'K.M. Ilthifath Mariyam Nihar', written in a cursive style.

Director: Ysquare Technology, Chennai



DoorNo:G171,Ground Floor,Phase-3, No:769,
Spencer Plaza, Anna Salai, Chennai –600002

careers@ysquaretechnology.com

careers@ysquaretechnology.com

April 12, 2018

Employee ID: YST/Chennai/201803466

Dear Vignesh C,

We are pleased to extend to you an offer of employment with Ysquare Technology, Chennai. This offer letter is in confirmation of the terms and conditions set forth for the position of **Junior Associate**, you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and condition upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by Ysquare Technology or an appropriate third party, and the results of such background checks being favorable in company's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by Ysquare Technology.

As stated to you during the discussions, there will be 6 month probation period during which you would be evaluated and on successful completion of the probation period, your position would be confirmed as **Junior Associate** with the company.

At Ysquare Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of a fast growing information technology company and part of a culture that is driven to improve and outperform.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

We welcome you to join us in this exciting journey.

Thanking you

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'K. Mohamed Yousif', with a stylized flourish at the end.

Director: Ysquare Technology, Chennai



DoorNo:G171,Ground Floor,Phase-3, No:769,
Spencer Plaza, Anna Salai, Chennai -600002

careers@ysquaretechnology.com

careers@ysquaretechnology.com

April 12, 2018

Employee ID: YST/Chennai/201803467

Dear Dhivya G,

We are pleased to extend to you an offer of employment with Ysquare Technology, Chennai. This offer letter is in confirmation of the terms and conditions set forth for the position of **Junior Associate**, you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and condition upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by Ysquare Technology or an appropriate third party, and the results of such background checks being favorable in company's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by Ysquare Technology.

As stated to you during the discussions, there will be 6 month probation period during which you would be evaluated and on successful completion of the probation period, your position would be confirmed as **Junior Associate** with the company.

At Ysquare Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of a fast growing information technology company and part of a culture that is driven to improve and outperform.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

We welcome you to join us in this exciting journey.

Thanking you

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'K. Mohamed Yaseen', written in a cursive style.

Director: Ysquare Technology, Chennai



Employment Contract

Emp ID: DSI005030

To,

Date: 05-12-2017

PRIYADHARSHINI ASHOKKUMAR.

No.15, Nalla Nagar, Thirunallar

Karaikal

Puducherry

India.

Dear **PRIYADHARSHINI ASHOKKUMAR.**

Thank for your interest in choosing Decathlon Sports India Pvt Ltd (DSIPL). As we believe your passion for sport and your values match those of our Company, we, at DSIPL, are pleased to appoint you as a Decathlon Permanent Employee on a Full Time basis, and your responsibilities would be those of a **SPORT LEADER** at our **CHENNAI** location effective **05-12-2017** and you will be on probation up to 3 month(s) or such extended period as specified by your Manager. Thereafter, your employment confirmation would be informed to you in writing.

Your gross fixed compensation would be INR. 20000.00. You are also entitled for a monthly statutory/non-statutory bonus which will be at a maximum 20.0% of your gross monthly fixed compensation. You are entitled to all the social security benefits like PF, ESIC (as per applicability), Gratuity, and Employee Compensation as specified in the respective statutory acts. Please find the detailed breakup of salary in Annexure1 enclosed below. Further, sufficient holidays keep one motivated in a work environment. Therefore you shall have 36

days of annual leaves

Rajhasekaran Gunasekharan will be responsible to mentor and guide you in this phase of your professional journey or any such manager assigned by the later.

We at DSIPL strongly believe in your ability to manage yourself in the best interest of the

DECATHLON SPORTS INDIA PVT. LTD. Company. Fewer the rules better the productivity as far as we are concerned.

Survey No. 78/10, A2 0-Chikkajala Village, Bellary Road, Bangalore - 562157

Mobile: +91 - 7676798989, www.decathlon.in

CHENNAI OFFICE

We trust you will enjoy working with DS IPL and take the utmost autonomy to complete your responsibilities-

1. We believe you will treat your team mates and customers with utmost respect
2. We are bound by certain regulations by the Government of India and our Group norms. You will be required to abide by all these regulations* currently existing or any such rules that might be incorporated from time to time
3. When you are happy being a part of the DS IPL family, we expect you will be open to relocate to any location where the Company currently has stores or may be established or any other Group companies as deemed necessary
4. Your salary and its components are strictly confidential and we prefer you not share it with other team members
5. Working for DS IPL is a full time job! While we believe in honesty in the job responsibility, we insist you dedicate your working hours solely to DS IPL, and not work elsewhere, and also do not indulge in any trade or business owned by you or any third party
6. We hold transparency in high regard. You cannot involve yourself in taking or giving bribe, gambling, theft, fraudulent practices or any such act that might affect DS IPLs reputation or damage to property
7. We at DS IPL, have a strict policy against sexual harassment. We believe that you will not engage in any form of sexual harassment towards any of the Company employees and the Company's customers. DS IPL also ensures a safe environment to all its employees and customers and strict action will be taken against any offender, be it employee or customer
8. All documents submitted by you to the Company shall be subjected to scrutiny by the appropriate authorities
9. In the event you feel you cannot be a part of our culture and environment, kindly communicate your desire to depart at least 7 days in advance during probation or 1 month in advance if your employment is confirmed
10. In the event we find you have not abided by these, and other regulations explained to you by your manager or if you do not share the values of DS IPL, we shall communicate the dis-continuance of employment with DS IPL to you at least 7 days in advance during probation or 1 month in advance if your employment is confirmed
11. Service rules under the Certified Standing Orders of Decathlon will be applicable to you from the date of certification of such orders. The information on the certification



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of such standing orders will be communicated to you electronically
12. However, your employment will be subjected to immediate termination on the following conditions prescribed in the Industrial Employment/Model Standing Orders Act 1946-

- wilful in subordination or disobedience, whether alone or in combination with others, to any lawful and reasonable order of a superior,
- theft, fraud or dishonesty in connection with the employers business or property,
- wilful damage to or loss of employers goods or property,
- taking or giving bribes or any illegal gratification,
- habitual absence without leave or absence without leave for more than 10 days,
- habitual late attendance,
- habitual breach of any law applicable to the establishment,
- riotous or disorderly behaviours during working hours at the establishment or any act subversive of discipline,
- habitual negligence or neglect of work,
- unauthorised strike of work or inciting others to strike work in contravention of the provision of any law, or rule having the force of law.

13. Apart from the above mentioned rules all rules specified under the certified standing orders of Decathlon will be applicable to you from the date of your joining Decathlon

14. Clause 4 of this employment contract shall continue to survive even after any form of termination of this employment contract.

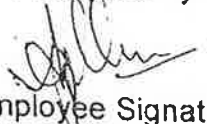
***. Notwithstanding anything mentioned above, please note that the regulations would be explained to you by your respective manager during your induction program**

Should you accept the above information, then kindly sign the duplicate copy of this appointment letter.

We welcome you to the Decathlon Family!

For Decathlon Sports India Pvt Ltd

Authorised Signatory
5/12/17

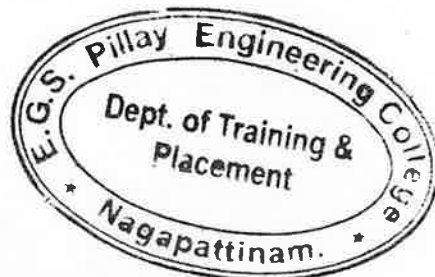
Accepted By Me

Employee Signature



Salary Break Up		Per Month	Per Annum
Fixed Gross		20000.00	240000.00
Serial Order	Emoluments	Break Up	
A	Consolidated Basic	10600.00	127200.00
B	House Rent Allowance	5300.00	63600.00
C	Conveyance Allowance	1600.00	19200.00
D	Medical Expense Reimbursement	1250.00	15000.00
D	LTA	884.00	10600.00
E	Special Allowance	367.00	4400.00
G	Gross Salary	20000.00	240000.00
H	Employer PF	1658.00	19896.00
H	Monthly Bonus / Statutory Bonus**	0.00	0.00
I	Employer ESIC	950.00	11400.00
J	Gratuity	510.00	6119.00
H	CTC	23118.00	277415.00

* Please note that if you are drawing a monthly gross salary upto 21000 then you would get a minimum of INR. 583/per month for the number of months that you have worked in any Financial year or a maximum upto 20.0 % of your Monthly fixed gross basis the criterion mentioned by your manager from time to time

+ Please note that if you are drawing monthly gross more than 21000 then you can earn maximum upto 20.0 % of your Monthly fixed gross basis the criterion mentioned by your manager from time to time



Handwritten signature

TO

Balasaraswathi G

EGS Pillay Engineering College



OFFER LETTER - RT2018-19/6482

Date: 20.04.2018

Dear Mr/Ms Balasaraswathi G

We are pleased to offer you the position of “**Business Analyst**” at **Retech Solutions Pvt Ltd, Chennai.**

You will be entitled to an all-inclusive Annual Compensation (Cost of Company) of **Rs.2.70L/Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

If you agree to these terms, we would like you to join in our company on 01.06.2020 or else this letter will stand null and void.

Please submit the following documents, on the date of joining us

1. SSLC/HSC/UG Degree
2. Degree Provisional or TC & Conduct Certificate
3. Proof of identity and address
4. Latest passport size color photograph- 5 No's

Please sign and return duplicate of this letter indicating your acceptance of terms and conditions of your employment.

Thanking you

I accept the above

Balasaraswathi G

For Retech Solutions

A handwritten signature in black ink, appearing to read 'Pragna', is written over the signature line.

Authorised Signatory



No: 33,1st Floor, Alagesan St, West Tambaram, Chennai, Tamil Nadu

TO

Manikandan N

EGS Pillay Engineering College



OFFER LETTER - RT2018-19/6483

Date: 20.04.2018

Dear Mr/Ms Manikandan N

We are pleased to offer you the position of “**Business Analyst**” at **Retech Solutions Pvt Ltd, Chennai.**

You will be entitled to an all-inclusive Annual Compensation (Cost of Company) of **Rs.2.70L/Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

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Please sign and return duplicate of this letter indicating your acceptance of terms and conditions of your employment.

Thanking you

I accept the above

Manikandan N

For Retech Solutions

Authorised Signatory



No: 33,1st Floor, Alagesan St, West Tambaram, Chennai, Tamil Nadu

add of students offer letter

TO

Abinaya A

EGS Pillay Engineering College



OFFER LETTER -

Date: 20.04.2018

Dear Mr/Ms Abinaya A

We are pleased to offer you the position of “**Business Analyst**” at **Retech Solutions Pvt Ltd, Chennai.**

You will be entitled to an all-inclusive Annual Compensation (Cost of Company) of **Rs.2.70L/Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

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Please sign and return duplicate of this letter indicating your acceptance of terms and conditions of your employment.

Thanking you

I accept the above

Abinaya A

For Retech Solutions

A handwritten signature in black ink, appearing to read 'Abinaya A'.

Authorised Signatory



No: 33,1st Floor, Alagesan St, West Tambaram, Chennai, Tamil Nadu

TO

Dinesh K

EGS Pillay Engineering College



OFFER LETTER -

Date: 20.04.2018

Dear Mr/Ms Dinesh K

We are pleased to offer you the position of “**Business Analyst**” at **Retech Solutions Pvt Ltd, Chennai.**

You will be entitled to an all-inclusive Annual Compensation (Cost of Company) of **Rs.2.70L/Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

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Thanking you

I accept the above

Dinesh K

For Retech Solutions

A handwritten signature in black ink, appearing to read 'Pragna'.

Authorised Signatory



No: 33,1st Floor, Alagesan St, West Tambaram, Chennai, Tamil Nadu

TO

Jayasri G

EGS Pillay Engineering College



OFFER LETTER -

Date: 20.04.2018

Dear Mr/Ms Jayasri G

We are pleased to offer you the position of “**Business Analyst**” at **Retech Solutions Pvt Ltd, Chennai.**

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Thanking you

I accept the above

Jayasri G

For Retech Solutions

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Authorised Signatory



No: 33,1st Floor, Alagesan St, West Tambaram, Chennai, Tamil Nadu

TO

Mohamednainamaricar S

EGS Pillay Engineering College



OFFER LETTER -

Date: 20.04.2018

Dear Mr/Ms Mohamednainamaricar S

We are pleased to offer you the position of “**Business Analyst**” at **Retech Solutions Pvt Ltd, Chennai.**

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Please sign and return duplicate of this letter indicating your acceptance of terms and conditions of your employment.

Thanking you

I accept the above

Mohamednainamaricar S

For Retech Solutions

Authorised Signatory



No: 33,1st Floor, Alagesan St, West Tambaram, Chennai, Tamil Nadu

TO

Narpavi K

EGS Pillay Engineering College



OFFER LETTER -

Date: 20.04.2018

Dear Mr/Ms Narpavi K

We are pleased to offer you the position of “**Business Analyst**” at **Retech Solutions Pvt Ltd, Chennai.**

You will be entitled to an all-inclusive Annual Compensation (Cost of Company) of **Rs.2.70L/Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

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Please sign and return duplicate of this letter indicating your acceptance of terms and conditions of your employment.

Thanking you

I accept the above

Narpavi K

For Retech Solutions

Authorised Signatory



No: 33,1st Floor, Alagesan St, West Tambaram, Chennai, Tamil Nadu

TO

Renugadevi R

EGS Pillay Engineering College



OFFER LETTER -

Date: 20.04.2018

Dear Mr/Ms Renugadevi R

We are pleased to offer you the position of “**Business Analyst**” at **Retech Solutions Pvt Ltd, Chennai.**

You will be entitled to an all-inclusive Annual Compensation (Cost of Company) of **Rs.2.70L/Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

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Thanking you

I accept the above

Renugadevi R

For Retech Solutions

A handwritten signature in cursive script, appearing to read 'Pragna', is written over a horizontal line.

Authorised Signatory



No: 33,1st Floor, Alagesan St, West Tambaram, Chennai, Tamil Nadu

TO

Sivabalan J

EGS Pillay Engineering College



OFFER LETTER -

Date: 20.04.2018

Dear Mr/Ms Sivabalan J

We are pleased to offer you the position of “**Business Analyst**” at **Retech Solutions Pvt Ltd, Chennai.**

You will be entitled to an all-inclusive Annual Compensation (Cost of Company) of **Rs.2.70L/Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

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Please sign and return duplicate of this letter indicating your acceptance of terms and conditions of your employment.

Thanking you

I accept the above

Sivabalan J

For Retech Solutions

A handwritten signature in black ink, appearing to read 'Pragna', is written over the signature line.

Authorised Signatory



No: 33,1st Floor, Alagesan St, West Tambaram, Chennai, Tamil Nadu

TO

Sumithra R

EGS Pillay Engineering College



OFFER LETTER -

Date: 20.04.2018

Dear Mr/Ms Sumithra R

We are pleased to offer you the position of “**Business Analyst**” at **Retech Solutions Pvt Ltd, Chennai.**

You will be entitled to an all-inclusive Annual Compensation (Cost of Company) of **Rs.2.70L/Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

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Please sign and return duplicate of this letter indicating your acceptance of terms and conditions of your employment.

Thanking you

I accept the above

Sumithra R

For Retech Solutions

A handwritten signature in black ink, appearing to read 'Pragna'.

Authorised Signatory



No: 33,1st Floor, Alagesan St, West Tambaram, Chennai, Tamil Nadu

TO

Thamarai Selvan R

EGS Pillay Engineering College



OFFER LETTER -

Date: 20.04.2018

Dear Mr/Ms Thamarai Selvan R

We are pleased to offer you the position of “**Business Analyst**” at **Retech Solutions Pvt Ltd, Chennai.**

You will be entitled to an all-inclusive Annual Compensation (Cost of Company) of **Rs.2.70L/Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

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3. Proof of identity and address
4. Latest passport size color photograph- 5 No's

Please sign and return duplicate of this letter indicating your acceptance of terms and conditions of your employment.

Thanking you

I accept the above

Thamarai Selvan R

For Retech Solutions

Authorised Signatory



No: 33,1st Floor, Alagesan St, West Tambaram, Chennai, Tamil Nadu



The only Global Services company backed by its own university.

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- Healthcare
- Engineering
- Finance & Accounting
- Legal
- Logistics
- Media

Interim offer Letter

Date: 19 Apr 2018

Ref No: VEE TECH/BA/2018/089

Dear **Gayathri N**

Welcome to the Vee Family...! Congratulations!!! We are pleased to inform you that, you have been shortlisted for training with our sister concern Sona Yukti Pvt Ltd, who will help you with the employability skill training. Vee Technologies will bear all the training expenses for this program for successful candidates. If for any reason you drop out from the training program after first three days you are liable to pay back the recruitment and training expenses of Rs **22500** to the company.

On successful completion of the training you will be on boarded on rolls of Vee Technologies as Processor Trainee. Our on boarding team will be in touch to update your date of joining and location before two weeks.

This is only an interim offer and the training start date may be postponed or preponed based on the business need of the organization. The company or the educational institution will **not** be liable to the student to hire them if the business scenario changes.

After completing the joining formalities for training, based on the business requirements we would confirm the place of training and work and the candidates should be flexible to work from any of our locations.

You are required to submit the following documents while reporting to the duty:

- Photocopy of Academic Marks Cards (SSLC/HSC/Degree) - 2 Sets
- Photocopy of Address proof (Ration Card/Voter ID/Passport) -3 Copies
- Photocopy of ID Proof (Aadhar/Pan Card/Driving License)- 3 Copies
- 3 Passport size & 3 Stamp Size Photographs
- Reference Numbers of 3 persons (2 Professional and 1 Personal as per Annexure --1)
- Family Photo for ESI Coverage (2 Post card Size)
- Original SSLC or HSC document should be deposited with the company
- All Other original documents (Academic, Addr8s & ID Proof) Should be furnished for verification.

The facilities like hostel, Canteen and transport are optional services and may be available at certain locations, and the employee cannot demand the services

For any help/queries, Please write to campusconnect@veetechnologies.com

With best wishes,

for Vee technologies Pvt. Ltd.,

Kesavan.M –Assistant Manager-Human Resources

Bangalore: Sona Towers, 71, Miller Road, Bangalore - 560 052, Tel:+91 80 2226 6677

Salem: 4/14, Reddipatty Road, Mamangam, Salem - 636 302, Tel:+91 427 2341 064

Chennai: Tower-3 Special Module, Chennai One IT:Park SEZ, Thoraipakkam - 600 097, Tel:+91 044 2433 1235 **USA:**

New York, 90 Park Avenue Suite' 1700, New York, NY 10016, Te1:646 837 0837

- Healthcare
- Engineering
- Finance & Accounting
- Legal
- Logistics
- Media

Interim offer Letter

Date: 19 Apr 2018

Ref No: **VEE TECH/BA/2018/090**

Dear **Pavithra M**

Welcome to the Vee Family...! Congratulations!!! We are pleased to inform you that, you have been shortlisted for training with our sister concern Sona Yukti Pvt Ltd, who will help you with the employability skill training. Vee Technologies will bear all the training expenses for this program for successful candidates. If for any reason you drop out from the training program after first three days you are liable to pay back the recruitment and training expenses of Rs **22500** to the company.

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The facilities like hostel, Canteen and transport are optional services and may be available at certain locations, and the employee cannot demand the services

For any help/queries, Please write to campusconnect@veetechnologies.com

With best wishes,

for Vee technologies Pvt. Ltd.,



Kesavan.M –Assistant Manager-Human Resources

Bangalore: Sona Towers, 71, Miller Road, Bangalore - 560 052, Tel:+91 80 2226 6677

Salem: 4/14, Reddipatty Road, Mamangam, Salem - 636 302, Tel:+91 427 2341 064

Chennai: Tower-3 Special Module, Chennai One IT:Park SEZ, Thoraipakkam - 600 097, Tel:+91 044 2433 1235 **USA:**

New York, 90 Park Avenue Suite' 1700, New York, NY 10016, Te1:646 837 0837



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backed by its own university.

We specialize in:

- Healthcare
- Engineering
- Finance & Accounting
- Legal
- Logistics
- Media

Interim offer Letter

Date: 19 Apr 2018

Ref No: **VEE TECH/BA/2018/091**

Dear **Dineshkumar S**

Welcome to the Vee Family...! Congratulations!!! We are pleased to inform you that, you have been shortlisted for training with our sister concern Sona Yukti Pvt Ltd, who will help you with the employability skill training. Vee Technologies will bear all the training expenses for this program for successful candidates. If for any reason you drop out from the training program after first three days you are liable to pay back the recruitment and training expenses of Rs **22500** to the company.

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Kesavan.M –Assistant Manager-Human Resources

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Chennai: Tower-3 Special Module, Chennai One IT:Park SEZ, Thoraipakkam - 600 097, Tel:+91 044 2433 1235 **USA:**

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We specialize in:

- Healthcare
- Engineering
- Finance & Accounting
- Legal
- Logistics
- Media

Interim offer Letter

Date: 19 Apr 2018

Ref No: **VEE TECH/BA/2018/092**

Dear **Diveya Bharathy B**

Welcome to the Vee Family...! Congratulations!!! We are pleased to inform you that, you have been shortlisted for training with our sister concern Sona Yukti Pvt Ltd, who will help you with the employability skill training. Vee Technologies will bear all the training expenses for this program for successful candidates. If for any reason you drop out from the training program after first three days you are liable to pay back the recruitment and training expenses of Rs **22500** to the company.

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With best wishes,

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Kesavan.M –Assistant Manager-Human Resources

Bangalore: Sona Towers, 71, Miller Road, Bangalore - 560 052, Tel:+91 80 2226 6677

Salem: 4/14, Reddipatty Road, Mamangam, Salem - 636 302, Tel:+91 427 2341 064

Chennai: Tower-3 Special Module, Chennai One IT:Park SEZ, Thoraipakkam - 600 097, Tel:+91 044 2433 1235 **USA:**

New York, 90 Park Avenue Suite' 1700, New York, NY 10016, Te1:646 837 0837

- Healthcare
- Engineering
- Finance & Accounting
- Legal
- Logistics
- Media

Interim offer Letter

Date: 19 Apr 2018

Ref No: **VEE TECH/BA/2018/093**

Dear **Geetha S**

Welcome to the Vee Family...! Congratulations!!! We are pleased to inform you that, you have been shortlisted for training with our sister concern Sona Yukti Pvt Ltd, who will help you with the employability skill training. Vee Technologies will bear all the training expenses for this program for successful candidates. If for any reason you drop out from the training program after first three days you are liable to pay back the recruitment and training expenses of Rs **22500** to the company.

On successful completion of the training you will be on boarded on rolls of Vee Technologies as Processor Trainee. Our on boarding team will be in touch to update your date of joining and location before two weeks.

This is only an interim offer and the training start date may be postponed or preponed based on the business need of the organization. The company or the educational institution will not be liable to the student to hire them if the business scenario changes.

After completing the joining formalities for training, based on the business requirements we would confirm the place of training and work and the candidates should be flexible to work from any of our locations.

You are required to submit the following documents while reporting to the duty:

- Photocopy of Academic Marks Cards (SSLC/HSC/Degree) - 2 Sets
- Photocopy of Address proof (Ration Card/Voter ID/Passport) -3 Copies
- Photocopy of ID Proof (Aadhar/Pan Card/Driving License)- 3 Copies
- 3 Passport size & 3 Stamp Size Photographs
- Reference Numbers of 3 persons (2 Professional and 1 Personal as per Annexure —1)
- Family Photo for ESI Coverage (2 Post card Size)
- Original SSLC or HSC document should be deposited with the company
- All Other original documents (Academic, Addr8s & ID Proof) Should be furnished for verification.

The facilities like hostel, Canteen and transport are optional services and may be available at certain locations, and the employee cannot demand the services

For any help/queries, Please write to campusconnect@veetechnologies.com

With best wishes,

for Vee technologies Pvt. Ltd.,



Kesavan.M –Assistant Manager-Human Resources

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We specialize in:

- Healthcare
- Engineering
- Finance & Accounting
- Legal
- Logistics
- Media

Interim offer Letter

Date: 19 Apr 2018

Ref No: **VEE TECH/BA/2018/094**

Dear **Gunasingam G**

Welcome to the Vee Family...! Congratulations!!! We are pleased to inform you that, you have been shortlisted for training with our sister concern Sona Yukti Pvt Ltd, who will help you with the employability skill training. Vee Technologies will bear all the training expenses for this program for successful candidates. If for any reason you drop out from the training program after first three days you are liable to pay back the recruitment and training expenses of Rs **22500** to the company.

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With best wishes,

for Vee technologies Pvt. Ltd.,



Kesavan.M –Assistant Manager-Human Resources

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We specialize in:

- Healthcare
- Engineering
- Finance & Accounting
- Legal
- Logistics
- Media

Interim offer Letter

Date: 19 Apr 2018

Ref No: **VEE TECH/BA/2018/095**

Dear **Krishnaraja C**

Welcome to the Vee Family...! Congratulations!!! We are pleased to inform you that, you have been shortlisted for training with our sister concern Sona Yukti Pvt Ltd, who will help you with the employability skill training. Vee Technologies will bear all the training expenses for this program for successful candidates. If for any reason you drop out from the training program after first three days you are liable to pay back the recruitment and training expenses of Rs **22500** to the company.

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With best wishes,

for Vee technologies Pvt. Ltd.,



Kesavan.M –Assistant Manager-Human Resources

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The only Global Services company
backed by its own university.

We specialize in:

- Healthcare
- Engineering
- Finance & Accounting
- Legal
- Logistics
- Media

Interim offer Letter

Date: 19 Apr 2018

Ref No: **VEE TECH/BA/2018/096**

Dear **Mathavan K**

Welcome to the Vee Family...! Congratulations!!! We are pleased to inform you that, you have been shortlisted for training with our sister concern Sona Yukti Pvt Ltd, who will help you with the employability skill training. Vee Technologies will bear all the training expenses for this program for successful candidates. If for any reason you drop out from the training program after first three days you are liable to pay back the recruitment and training expenses of Rs **22500** to the company.

On successful completion of the training you will be on boarded on rolls of Vee Technologies as Processor Trainee. Our on boarding team will be in touch to update your date of joining and location before two weeks.

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For any help/queries, Please write to campusconnect@veetechnologies.com

With best wishes,

for Vee technologies Pvt. Ltd.,

Kesavan.M --Assistant Manager-Human Resources

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New York, 90 Park Avenue Suite' 1700, New York, NY 10016, Te1:646 837 0837



COMMENCEMENT OF EMPLOYMENT

Ref No: ST-201718/D062

03-09-2018

Dear **Rakshiha.P**,

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

JOB DUTIES AND RESPONSIBILITIES:

- Analyze network information to determine, recommend, plan network trouble shooting to maximum network uptime.
- Demonstrate high level of vendor management skills.
- Provide technical leadership in all aspects of efficient network design troubleshooting to maximize network uptime.
- Troubleshoots network problems.
- IP address auditing.
- Defines, documents, and enforces system standards.
- Document all changes to network configuration procedures.
- Maintain availability of the WAN/LAN using various monitoring tools.
- Configure router.
- Updates data servers and network equipment.
- Develop project plans business case for all major enterprise and network projects.
- Lead client network design as well as implement planning to yield efficient, effective, supportable individual client network design appropriate for the client business in a cost-efficient manner plus fitting seamlessly into the overall network architecture topology.
- Updates job knowledge by participating in educational opportunities, reading professional publications, and participating in professional organizations.

No.1/46, Thiruvalluvar Salai, Sholingeanallur, Chennai-600097

Email: info@sadhayatelecom.in

SADHAYA TELECOM

CONTRACT INCLUDES:

- A. Reporting: You will report to Network Manager.
- B. Basic salary: The offered Network Engineer position is at a Basic Salary of Rs. 2,67,000/- (Two Lakhs Sixty Seven Thousand Only) per year.
- C. Work Hours: Your working hours will start from 08.45 a.m. till 06.30 p.m.
- D. Vacation: Your vacation is one day per week.
- E. Compensation and Benefits: You are eligible for free transport in company vehicles, free food during active office working hours and group health insurance.

We are delighted to send this appointment order in order, kindly acknowledge the same.

We look forward to join our company.

Regards,



S.Isha
HR Team
Sadhaya Telecom



COMMENCEMENT OF EMPLOYMENT

Ref No: ST-201718/D063

03-09-2018

Dear Arunraj. V,

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

JOB DUTIES AND RESPONSIBILITIES:

- Analyze network information to determine, recommend, plan network trouble shooting to maximum network uptime.
- Demonstrate high level of vendor management skills.
- Provide technical leadership in all aspects of efficient network design troubleshooting to maximize network uptime.
- Troubleshoots network problems.
- IP address auditing.
- Defines, documents, and enforces system standards.
- Document all changes to network configuration procedures.
- Maintain availability of the WAN/LAN using various monitoring tools.
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- Updates job knowledge by participating in educational opportunities, reading professional publications, and participating in professional organizations.



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- B. Basic salary: The offered Network Engineer position is at a Basic Salary of Rs. 2,67,000/- (Two Lakhs Sixty Seven Thousand Only) per year.
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- D. Vacation: Your vacation is one day per week.
- E. Compensation and Benefits: You are eligible for free transport in company vehicles, free food during active office working hours and group health insurance.

We are delighted to send this appointment order in order, kindly acknowledge the same.

We look forward to join our company.

Regards,

S.Isha
HR Team
Sadhaya Telecom



COMMENCEMENT OF EMPLOYMENT

Ref No: ST-201718/D064

03-09-2018

Dear **Dinesh A**,

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

JOB DUTIES AND RESPONSIBILITIES:

- Analyze network information to determine, recommend, plan network trouble shooting to maximum network uptime.
- Demonstrate high level of vendor management skills.
- Provide technical leadership in all aspects of efficient network design troubleshooting to maximize network uptime.
- Troubleshoots network problems.
- IP address auditing.
- Defines, documents, and enforces system standards.
- Document all changes to network configuration procedures.
- Maintain availability of the WAN/LAN using various monitoring tools.
- Configure router.
- Updates data servers and network equipment.
- Develop project plans business case for all major enterprise and network projects.
- Lead client network design as well as implement planning to yield efficient, effective, supportable individual client network design appropriate for the client business in a cost-efficient manner plus fitting seamlessly into the overall network architecture topology.
- Updates job knowledge by participating in educational opportunities, reading professional publications, and participating in professional organizations.

SADHAYA TELECOM

CONTRACT INCLUDES:

- A. Reporting: You will report to Network Manager.
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- C. Work Hours: Your working hours will start from 08.45 a.m. till 06.30 p.m.
- D. Vacation: Your vacation is one day per week.
- E. Compensation and Benefits: You are eligible for free transport in company vehicles, free food during active office working hours and group health insurance.

We are delighted to send this appointment order in order, kindly acknowledge the same.

We look forward to join our company.

Regards,



S.Isha
HR Team
Sadhaya Telecom



COMMENCEMENT OF EMPLOYMENT

Ref No: ST-201718/D065

03-09-2018

Dear **Dhivya. R,**

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

JOB DUTIES AND RESPONSIBILITIES:

- Analyze network information to determine, recommend, plan network trouble shooting to maximum network uptime.
- Demonstrate high level of vendor management skills.
- Provide technical leadership in all aspects of efficient network design troubleshooting to maximize network uptime.
- Troubleshoots network problems.
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SADHAYA TELECOM

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- D. Vacation: Your vacation is one day per week.
- E. Compensation and Benefits: You are eligible for free transport in company vehicles, free food during active office working hours and group health insurance.

We are delighted to send this appointment order in order, kindly acknowledge the same.

We look forward to join our company.

Regards,



S.Isha
HR Team
Sadhaya Telecom



COMMENCEMENT OF EMPLOYMENT

Ref No: ST-201718/D066

03-09-2018

Dear **Madhavan**,

We are pleased to confirm that you have been selected to work for **Sadhaya Telecom** in networking division as **Network Engineer**, responsible for the following:

JOB DUTIES AND RESPONSIBILITIES:

- Analyze network information to determine, recommend, plan network trouble shooting to maximum network uptime.
- Demonstrate high level of vendor management skills.
- Provide technical leadership in all aspects of efficient network design troubleshooting to maximize network uptime.
- Troubleshoots network problems.
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No.1/46, Thiruvalluvar Salai, Sholingeanallur, Chennai-600097

Email: info@sadhayatelecom.in

SADHAYA TELECOM

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- D. Vacation: Your vacation is one day per week.
- E. Compensation and Benefits: You are eligible for free transport in company vehicles, free food during active office working hours and group health insurance.

We are delighted to send this appointment order in order, kindly acknowledge the same.

We look forward to join our company.

Regards,



S.Isha
HR Team
Sadhaya Telecom

Letter of Employment

NIT/2018/EGS/062

Date: 07th June 2018Dear **Vaijyanthi V,**

Welcome to the Navatron Family...!

Congratulations!!!

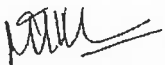
We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.On successful completion of the training, you will be on boarded to the role of Navatron as **Data Analyst**.You will be entitled to an all-inclusive Annual Compensation (Cost to Company) of **Rs. 2.6 L /Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

After completing the joining formalities for training, based on the business requirements, we would confirm the place of training and work and the candidates should be flexible to work from any of our locations.

You are required to submit the following documents while reporting to the duty on **07th June 2018**

- Photocopy of Academic Marks Cards (SSLC/HSC/Degree) - 2 Sets
- Photocopy of Address proof (Ration Card/Voter ID/Passport) - 2 Copies
- Photocopy of ID Proof (Aadhar/Pan Card/Driving License) - 3 Copies
- 3 Passport size & 3 Stamp Size Photographs
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- Family Photo for ESI Coverage (2 Post card Size)
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- All Other original documents (Academic, Address & ID Proof) should be furnished for verification.

The facilities like hostel, Canteen and transport are optional services and may be available at certain locations, and the employee cannot demand the services

For any help/queries, please write to campusconnect@navatron.com*With best wishes,**For Navatron IT Solutions,***P. Mark Gibran – Human Resource Management.**

Letter of Employment

NIT/2018/EGS/063

Date: 07th June 2018

Dear **G.Abishek**,

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

On successful completion of the training, you will be on boarded to the role of Navatron as **Data Analyst**.

You will be entitled to an all-inclusive Annual Compensation (Cost to Company) of **Rs. 2.6 L /Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

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With best wishes,

For Navatron IT Solutions,



P. Mark Gibran – Human Resource Management.

Letter of Employment

NIT/2018/EGS/064

Date: 07th June 2018

Dear Agalya.M,

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

On successful completion of the training, you will be on boarded to the role of Navatron as **Data Analyst**.

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With best wishes,

For Navatron IT Solutions,



P. Mark Gibran – Human Resource Management.

Letter of Employment

NIT/2018/EGS/065

Date: 07th June 2018

Dear **Gayathri**,

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

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With best wishes,

For Navatron IT Solutions,



P. Mark Gibran – Human Resource Management.

Letter of Employment

NIT/2018/EGS/066

Date: 07th June 2018

Dear Sandhiya.K,

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

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- Photocopy of Academic Marks Cards (SSLC/HSC/Degree) - 2 Sets
- Photocopy of Address proof (Ration Card/Voter ID/Passport) - 2 Copies
- Photocopy of ID Proof (Aadhar/Pan Card/Driving License) - 3 Copies
- 3 Passport size & 3 Stamp Size Photographs
- Reference Numbers of 3 persons (2 Professional and 1 Personal as per Annexure —1)
- Family Photo for ESI Coverage (2 Post card Size)
- Original SSLC or HSC document should be deposited with the company
- All Other original documents (Academic, Address & ID Proof) should be furnished for verification.

The facilities like hostel, Canteen and transport are optional services and may be available at certain locations, and the employee cannot demand the services

For any help/queries, please write to campusconnect@navatron.com*With best wishes,*

For Navatron IT Solutions,



P. Mark Gibran – Human Resource Management.

Letter of Employment

NIT/2018/EGS/067

Date: 07th June 2018

Dear **Sivasubramaniyan.K**,

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

On successful completion of the training, you will be on boarded to the role of Navatron as **Data Analyst**.

You will be entitled to an all-inclusive Annual Compensation (Cost to Company) of **Rs. 2.6 L /Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

After completing the joining formalities for training, based on the business requirements, we would confirm the place of training and work and the candidates should be flexible to work from any of our locations.

You are required to submit the following documents while reporting to the duty on **07th June 2018**

- Photocopy of Academic Marks Cards (SSLC/HSC/Degree) - 2 Sets
- Photocopy of Address proof (Ration Card/Voter ID/Passport) - 2 Copies
- Photocopy of ID Proof (Aadhar/Pan Card/Driving License) - 3 Copies
- 3 Passport size & 3 Stamp Size Photographs
- Reference Numbers of 3 persons (2 Professional and 1 Personal as per Annexure —1)
- Family Photo for ESI Coverage (2 Post card Size)
- Original SSLC or HSC document should be deposited with the company
- All Other original documents (Academic, Address & ID Proof) should be furnished for verification.

The facilities like hostel, Canteen and transport are optional services and may be available at certain locations, and the employee cannot demand the services

For any help/queries, please write to campusconnect@navatron.com

With best wishes,

For Navatron IT Solutions,



P. Mark Gibran – Human Resource Management.

Letter of Employment

NIT/2018/EGS/068

Date: 07th June 2018

Dear **Mathivanan.M**,

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

On successful completion of the training, you will be on boarded to the role of Navatron as **Data Analyst**.

You will be entitled to an all-inclusive Annual Compensation (Cost to Company) of **Rs. 2.6 L /Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

After completing the joining formalities for training, based on the business requirements, we would confirm the place of training and work and the candidates should be flexible to work from any of our locations.

You are required to submit the following documents while reporting to the duty on **07th June 2018**

- Photocopy of Academic Marks Cards (SSLC/HSC/Degree) - 2 Sets
- Photocopy of Address proof (Ration Card/Voter ID/Passport) - 2 Copies
- Photocopy of ID Proof (Aadhar/Pan Card/Driving License) - 3 Copies
- 3 Passport size & 3 Stamp Size. Photographs
- Reference Numbers of 3 persons (2 Professional and 1 Personal as per Annexure —1)
- Family Photo for ESI Coverage (2 Post card Size)
- Original SSLC or HSC document should be deposited with the company
- All Other original documents (Academic, Address & ID Proof) should be furnished for verification.

The facilities like hostel, Canteen and transport are optional services and may be available at certain locations, and the employee cannot demand the services

For any help/queries, please write to campusconnect@navatron.com

With best wishes,

For Navatron IT Solutions,



P. Mark Gibran – Human Resource Management.

Letter of Employment

NIT/2018/EGS/069

Date: 07th June 2018Dear **Aravinthan.S,**

Welcome to the Navatron Family...!

Congratulations!!!

We are pleased to inform you that, you have been appointed for the role of **Data Analyst** with **Navatron IT Solution**.

Navatron IT solutions will bear all the training expenses during your probationary period. If for any reason you drop out from the training after first three days you are liable to pay back the recruitment and training expenses of **Rs 22500 (Twenty Two Thousand Five Hundred)** to the company.

On successful completion of the training, you will be on boarded to the role of Navatron as **Data Analyst**.

You will be entitled to an all-inclusive Annual Compensation (Cost to Company) of **Rs. 2.6 L /Annum**, as discussed and agreed. We have the right to restructure the various components of your emoluments, while your gross salary will be protected.

After completing the joining formalities for training, based on the business requirements, we would confirm the place of training and work and the candidates should be flexible to work from any of our locations.

You are required to submit the following documents while reporting to the duty on **07th June 2018**


- Photocopy of Academic Marks Cards (SSLC/HSC/Degree) - 2 Sets
- Photocopy of Address proof (Ration Card/Voter ID/Passport) - 2 Copies
- Photocopy of ID Proof (Aadhar/Pan Card/Driving License) - 3 Copies
- 3 Passport size & 3 Stamp Size Photographs
- Reference Numbers of 3 persons (2 Professional and 1 Personal as per Annexure —1)
- Family Photo for ESI Coverage (2 Post card Size)
- Original SSLC or HSC document should be deposited with the company
- All Other original documents (Academic, Address & ID Proof) should be furnished for verification.

The facilities like hostel, Canteen and transport are optional services and may be available at certain locations, and the employee cannot demand the services

For any help/queries, please write to campusconnect@navatron.com

With best wishes,

For Navatron IT Solutions,



P. Mark Gibran – Human Resource Management.



June 28, 2018

Employment Agreement - Personal and Confidential

Dear Akila Nagalingam,

We are pleased to make an offer to you for employment as **"Trainee Software Engineer" (L1)** of Atlas Systems Private Limited ("Atlas"). In that capacity you will undertake such duties and responsibilities as your manager and the executive management of Atlas directs from time to time. Initially, you will be reporting to Natarajan Subramanian, Technical Manager of Atlas.

General Conditions of Employment:

1. Your employment location will be:

- Atlas Systems Private Limited, 56/3 Bannerghatta Main Road, Vakil Sq. Unit 1 (B), First Floor, Bangalore- 560 029.
- Atlas Systems Private Limited, NSIC-Software Technology Park, B-24 Guindy Industrial Estate, Suite 110, Ekkaduthangal, Chennai- 600 032.
- Atlas Systems Private Limited customer location currently located at:

The job location specified above is the current location where it is anticipated that you will perform your work for Atlas. It is expressly understood and agreed, however, that your job location may change from time to time at the discretion of Atlas and that you may be required to travel or relocate to other locations in connection with Atlas business. Atlas will not reimburse any business related/relocation expenses without prior written approval.

2. As a condition of your employment you agree that during your employment with Atlas, you will not engage in any work, trade or business for your own account, or for or on behalf of any other person, firm or corporation other than Atlas, as an employee, consultant, agent, contractor or otherwise.
3. Your compensation will be as set forth in Exhibit "A" attached hereto and made part hereof and will be paid at such times, and in accordance with Atlas' standard payroll policy, and subject to all required deductions and withholdings.
4. As an employee of Atlas, you will be eligible to participate in health insurance programs and benefits made generally available to full time employees of Atlas from time to time in accordance with the company's respective plans and programs as they may be amended from time to time and as you may qualify from time to time.
5. All copyrights, patents, trademarks, trade secrets, other intellectual property rights and confidential and proprietary information of Atlas are, and shall remain, owned exclusively

Atlas Systems Private Limited

Regd. Office: Suite 110, NSIC-Software Technology Park, B-24 Guindy Industrial Estate, Ekkaduthangal, Chennai-600 032.

www.AtlasSystems.com CIN:U72200TN2803PT0051217

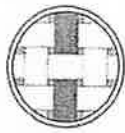


EXHIBIT "A"

Akila Nagalingam, Trainee Software Engineer (L1)

Your total cost to the company would be **INR 255,000/-** (Rupees Two Lakh Fifty Five Thousand Only). Any statutory taxes or deduction are to your account. The total emoluments assume 100% pay out of variable pay, which is a contingent pay. Following is the breakup of your compensation:

Salary Components	Monthly (INR)	Annualized (INR)
Basic	8,500	102,000
HRA	3,400	40,800
Conveyance	1,600	19,200
Flexible Benefit Component	5,596	67,150
Variable Pay*		
Employer Contributions		
Company's Contribution to PF	1,800	21,600
Gratuity	354	4,250
Total CTC	21,250	255,000

* Variable pay is paid on a yearly basis contingent upon your individual performance, your team performance, company performance, your continuance of employment with Atlas, and other factors decided solely by Atlas.


You agree to keep the terms and conditions of this addendum and your employment agreement confidential and you agree not to disclose such terms anyone including but not limited to any other employee of Atlas, its affiliates, its parent company, subsidiaries or related entities.

This addendum is not intended and does not create a contract of employment between you and the company. You acknowledge and agree that your employment with Atlas is on an at-will basis. This means that you may terminate the employment relationship at any time and for any or no particular reason or cause. Similarly, the company may terminate the employment relationship with you at any time and for any or no particular, reason or cause. Oral representations cannot alter this at-will employment relationship. The terms and conditions of this addendum are a key and integral part of that certain employment agreement by and between the undersigned and Atlas dated of even date herewith.

Employee Name

For Atlas Systems Private Limited

Akila Nagalingam



Authorized Signatory

Date:

Date: June 28, 2018

Atlas Systems Private Limited

Regd. Office: Suite 110, NSIC-Software Technology Park, B-24 Guindy Industrial Estate, Ekkaduthangal, Chennai-600 032.

www.AtlasSystems.com CIN:U72200TN2003PTCO51312

Date: 19/07/18

Rajalakshmi R

Department of Computer Science Engineering
E.G.S Pillay Engineering College

Dear Rajalakshmi R,

Welcome to Centizen Inc.!

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

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

Warm regards,

A JOSEPH
Vice President
Centizen Inc.

Rajalakshmi R

Department of Computer Science Engineering
E.G.S Pillay Engineering College

Dear Rajalakshmi R,

Congratulations! We are delighted to appoint you as IT Recruiter and your role is **IT Recruiter**.

Here are the terms and conditions of our offer:

Joining

Your tentative scheduled date of Joining will be **19th July, 2018**. In case of inconvenience of either parties, adjustments can be made on the joining date.

Location

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

Leave

You are entitled to Earned Leave for 12 working days annually, right from your date of joining. If you take leave on loss of pay ("LOP"), such leave period shall not be included within the meaning of Service Period. You hereby acknowledge and agree that your Service Period shall be extended by the number of days of leave taken on LOP.

Agreement

Our offer to you as Trainee Software Engineer is subject to the execution of the Service Agreement. The Service Agreement details i.e., the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Centizen Inc., from the date of your joining and up to a period of 30 months including internship and training period. You will be required to complete the formalities on the Service Agreement at the time of joining.

Please note, non-execution of the Service Agreement will result in denial of employment with the Company.

Salary

Your Stipend for the Internship period of first six months will be **INR 10,000 per month**. After internship your Total Gross Salary will be **INR 20,833 per month**. There will be an increment in your salary based on your performance after the completion of two years' service. The break-up of your salary has been provided in the Compensation Details sheet in Annexure – I and Annexure – II.

Notice period

During the service period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training / employment can be terminated by the Company.

On confirmation, you will be required to give three months' notice in case you decide to leave our services, subject to the Company's discretion.

Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months' notice period. Similarly, the Company can terminate your services by giving two months' notice. Notice period can be served only after the service agreement period.

Background checks

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

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

Other terms and conditions

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

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into

without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

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

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

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

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

Yours sincerely,

A JOSEPH
Vice President
Centizen Inc.

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

Date:

Sign your name

Print your name Location

ANNEXURE – I
(Compensation after Six months)

COMPENSATION DETAILS (All figures in INR per month)	
ROLE	IT Recruiter
ROLE DESIGNATION	IT Recruiter
MONTHLY COMPONENTS	
BASIC SALARY	8,021
HRA	5,125
BASKET OF ALLOWANCES (This is to be used towards LTA, Medical Allowance, Children's Education Allowance, Transport Allowance)	7,687
MONTHLY GROSS SALARY	20,833
Yearly bonus will be provided based on the individual performance (Performance Pay)	0 to 45,000 Per annum
Yearly bonus will be provided based on the company performance (Performance Pay)	0 to 45,000 Per annum

ANNEXURE-II
(Compensation for the first Six months)

COMPENSATION DETAILS (All figures in INR per month)	
ROLE	IT Recruiter
ROLE DESIGNATION	IT Recruiter
MONTHLY COMPONENTS	
STIPEND PER MONTH	10,000

Dear SANGEETHA . K

Date : 30th JUNE 2017

We are pleased to offer you role as a "**Project Trainee**". Your tentative date of joining will be 3rd week of July. On the date of joining indemnity bond should be signed by your guarantor along with cheque of Rs. 2/- lakhs signed by your guarantor, under the condition

- that you agree to enter into a retention ship agreement with the company for a period of 2 years, starting from June 2018.
- Proof of successful completion of your under-graduation degree mark sheets as on 6th semester without any standing arrears

As "**Project Trainee**", you will be given a stipend of Rs. 10,000 per month subject to the days of presence at office.

Please note that a detailed appointment letter shall be issued at the time of joining the company after completion of your academic requirements without any arrears. You will be designated as '**Trainee - Programmer**' after completion of the "**Project Trainee**" activity and successfully completing academic requirements.

As '**Trainee-Programmer**', you will be offered a CTC between Rs. 2.5 LAKHS and Rs. 3 LAKHS per annum, decided based on your performance as part of the Project Trainee Role, inclusive of provident fund and other deductions as per the governing statutory norms.

During this assignment you will work under the supervision of such officers as may be decided by the company from time to time. You shall diligently and faithfully carry out instructions given to you and to the best of your power, skill, ability for the business and interest of the Company.

All confidential information, trade secrets, confidential programming, system development processes, information pertaining to the design, development and manufacturing of licensed product and data of any kind whatsoever coming into existence or acquired or used by the company or by you or by any employee or agent thereof during tenure with the company shall be treated as confidential by you and shall not disclose the same except with the express permission of the Company.

Copyright of all designs, drawings, plans and documentation pertaining to products sold, manufactured or otherwise dealt by the company shall at all times be the property of the Company.

All discoveries, inventions, ideas that you may conceive during your tenure with the company, shall be the sole and exclusive property of the Company.



At the time of joining we would request you to furnish two references and submit two copies of the following documents:

- a. Photographs (Seven passport size)
- b. Copies of all the educational certificates (Tenth class onwards) including mark sheets in full
- c. Proof of ID
- d. Proof of Address.

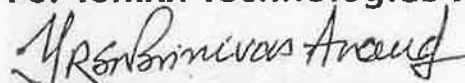
You should produce all the original certificates for verification on the date of joining.

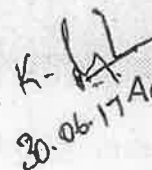
Please submit the copy of this letter as an acceptance of the above offer and all the other terms of this Offer Letter. This letter of offer shall be withdrawn and cancelled automatically without any further communication, in this regard, if you fail to join us on the date mentioned above.

The terms of this Letter of Offer are confidential in nature and shall not be divulged by any mode of communication to any other person or organization prior to your date of joining, during your association / employment with the Company or thereafter.

Best wishes,

For Ionixx Technologies Private Limited,


SRINIVAS ANAND YRSN
Chief Operating Officer


K-
20.06.17 Acceptance

Signature of Candidate with Date



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Dated: 30/11/2017

Offer No.: Raxion-2070

JOB OFFER LETTER

Dear V.Veerapandiyan,

We are pleased to extend you an offer for the position of “**Associate Software Developer**”. Your performance has impressed us and we believe that you will be an excellent addition to our team. As already discussed, you have to work as an intern for the time period of 1 year. During your internship you can work from your home. And you will receive **Rs. 15,000/-** as salary throughout your internship. Also you will be provided with a Laptop and Wi-fi modem for your convenience. After successful completion of internship period, you will be appointed as a regular employee with compensation of **Rs. 19,000/- per month**.

Please have a look at the terms & condition enclosed in this offer letter and ensure that you are agreeing with them by signing.

Looking forward to work with you.

With regards,

(A. Ravichandran)
Raxion Innovation,
Chennai.

Terms & Conditions:

1. You should make your joining process at the time which will be instructed by the company later.
2. After joining, the candidate should submit all the necessary documents whichever the company demands.
3. The candidate should be ready to sign a service agreement of 12 months.
4. Notice period of 3 months is mandatory if you want to relieve from this job.
5. You should use the company belongings with at most care.
6. And you should obey the rules and regulations of the company.


INNOVATION



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Dated: 30/11/2017

Offer No.: Raxion-2071

JOB OFFER LETTER

Dear Gomathi A,

We are pleased to extend you an offer for the position of “**Associate Software Developer**”. Your performance has impressed us and we believe that you will be an excellent additional to our team. As already discussed, you have to work as an intern for the time period of 1 year. During your internship you can work from your home. And you will receive **Rs. 15,000/-** as salary throughout your internship. Also you will be provided with a Laptop and Wi-fi modem for your convenience. After successful completion of internship period, you will be appointed as an regular employee with compensation of **Rs. 19,000/- per month**.

Please have a look at the terms & condition enclosed in this offer letter and ensure that you are agreeing with them by signing.

Looking forward to work with you.

With regards,

(A. Ravichandran)
Raxion Innovation,
Chennai.

Terms & Conditions:

1. You should make your joining process at the time which will be instructed by the company later.
2. After joining, the candidate should submit all the necessary documents whichever the company demands.
3. The candidate should be ready to sign a service agreement of 12 months.
4. Notice period of 3 months is mandatory if you want to relieve from this job.
5. You should use the company belongings with at most care.
6. And you should obey the rules and regulations of the company.


INNOVATION



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Dated: 30/11/2017

Offer No.: Raxion-2072

JOB OFFER LETTER

Dear Mohameed Mujamil,

We are pleased to extend you an offer for the position of “Associate Software Developer”. Your performance has impressed us and we believe that you will be an excellent additional to our team. As already discussed, you have to work as an intern for the time period of 1 year. During your internship you can work from your home. And you will receive **Rs. 15,000/-** as salary throughout your internship. Also you will be provided with a Laptop and Wi-fi modem for your convenience. After successful completion of internship period, you will be appointed as an regular employee with compensation of **Rs. 19,000/- per month**.

Please have a look at the terms & condition enclosed in this offer letter and ensure that you are agreeing with them by signing.

Looking forward to work with you.

With regards,

(A. Ravichandran)
Raxion Innovation,
Chennai.

Terms & Conditions:

1. You should make your joining process at the time which will be instructed by the company later.
2. After joining, the candidate should submit all the necessary documents whichever the company demands.
3. The candidate should be ready to sign a service agreement of 12 months.
4. Notice period of 3 months is mandatory if you want to relieve from this job.
5. You should use the company belongings with at most care.
6. And you should obey the rules and regulations of the company.


INNOVATION



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Dated: 30/11/2017

Offer No.: Raxion-2073

JOB OFFER LETTER

Dear Punitha K,

We are pleased to extend you an offer for the position of “**Associate Software Developer**”. Your performance has impressed us and we believe that you will be an excellent additional to our team. As already discussed, you have to work as an intern for the time period of 1 year. During your internship you can work from your home. And you will receive **Rs. 15,000/-** as salary throughout your internship. Also you will be provided with a Laptop and Wi-fi modem for your convenience. After successful completion of internship period, you will be appointed as an regular employee with compensation of **Rs. 19,000/- per month**.

Please have a look at the terms & condition enclosed in this offer letter and ensure that you are agreeing with them by signing.

Looking forward to work with you.

With regards,

(A. Ravichandran)
Raxion Innovation,
Chennai.

Terms & Conditions:

1. You should make your joining process at the time which will be instructed by the company later.
2. After joining, the candidate should submit all the necessary documents whichever the company demands.
3. The candidate should be ready to sign a service agreement of 12 months.
4. Notice period of 3 months is mandatory if you want to relieve from this job.
5. You should use the company belongings with at most care.
6. And you should obey the rules and regulations of the company.


INNOVATION



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Dated: 30/11/2017

Offer No.: Raxion-2074

JOB OFFER LETTER

Dear Vanitha D,

We are pleased to extend you an offer for the position of “**Associate Software Developer**”. Your performance has impressed us and we believe that you will be an excellent additional to our team. As already discussed, you have to work as an intern for the time period of 1 year. During your internship you can work from your home. And you will receive **Rs. 15,000/-** as salary throughout your internship. Also you will be provided with a Laptop and Wi-fi modem for your convenience. After successful completion of internship period, you will be appointed as an regular employee with compensation of **Rs. 19,000/- per month**.

Please have a look at the terms & condition enclosed in this offer letter and ensure that you are agreeing with them by signing.

Looking forward to work with you.

With regards,

(A. Ravichandran)
Raxion Innovation,
Chennai.

Terms & Conditions:

1. You should make your joining process at the time which will be instructed by the company later.
2. After joining, the candidate should submit all the necessary documents whichever the company demands.
3. The candidate should be ready to sign a service agreement of 12 months.
4. Notice period of 3 months is mandatory if you want to relieve from this job.
5. You should use the company belongings with at most care.
6. And you should obey the rules and regulations of the company.


INNOVATION



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Dated: 30/11/2017

Offer No.: Raxion-2075

JOB OFFER LETTER

Dear Vignesh R,

We are pleased to extend you an offer for the position of “**Associate Software Developer**”. Your performance has impressed us and we believe that you will be an excellent addition to our team. As already discussed, you have to work as an intern for the time period of 1 year. During your internship you can work from your home. And you will receive **Rs. 15,000/-** as salary throughout your internship. Also you will be provided with a Laptop and Wi-fi modem for your convenience. After successful completion of internship period, you will be appointed as a regular employee with compensation of **Rs. 19,000/- per month**.

Please have a look at the terms & condition enclosed in this offer letter and ensure that you are agreeing with them by signing.

Looking forward to work with you.

With regards,

(A. Ravichandran)
Raxion Innovation,
Chennai.

Terms & Conditions:

1. You should make your joining process at the time which will be instructed by the company later.
2. After joining, the candidate should submit all the necessary documents whichever the company demands.
3. The candidate should be ready to sign a service agreement of 12 months.
4. Notice period of 3 months is mandatory if you want to relieve from this job.
5. You should use the company belongings with at most care.
6. And you should obey the rules and regulations of the company.


INNOVATION



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Dated: 30/11/2017

Offer No.: Raxion-2076

JOB OFFER LETTER

Dear Anusiya V,

We are pleased to extend you an offer for the position of “**Associate Software Developer**”. Your performance has impressed us and we believe that you will be an excellent addition to our team. As already discussed, you have to work as an intern for the time period of 1 year. During your internship you can work from your home. And you will receive **Rs. 15,000/-** as salary throughout your internship. Also you will be provided with a Laptop and Wi-fi modem for your convenience. After successful completion of internship period, you will be appointed as a regular employee with compensation of **Rs. 19,000/- per month**.

Please have a look at the terms & condition enclosed in this offer letter and ensure that you are agreeing with them by signing.

Looking forward to work with you.

With regards,

(A. Ravichandran)
Raxion Innovation,
Chennai.

Terms & Conditions:

1. You should make your joining process at the time which will be instructed by the company later.
2. After joining, the candidate should submit all the necessary documents whichever the company demands.
3. The candidate should be ready to sign a service agreement of 12 months.
4. Notice period of 3 months is mandatory if you want to relieve from this job.
5. You should use the company belongings with at most care.
6. And you should obey the rules and regulations of the company.


INNOVATION



BAIRAV TECH

Date: 11/10/2017

Reference No:2018/Team-C/EGS/1694

Name: **Baby Shalini M**

College: EGS Pillay Engineering College.

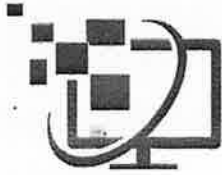
Dear **Baby Shalini M**,

We are pleased to confirm you that, you have been selected to work in Bairav Tech as "Information Security Analyst".

Your Responsibilities are:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs.
- Monitor current reports of computer viruses to define when to update virus protection systems.
- Modify computer security files to incorporate new software, correct errors, or change individual access status.
- Coordinate implementation of computer system plan with establishment personnel and vendors.
- Monitor use of data files, regulate access to safeguard information in computer files.
- Perform risk assessments as well as execute tests of data processing system to make sure the functioning of data processing activities and security.
- Encrypt data transmissions as well as erect firewalls to conceal confidential information which might be transmitted to.
- Document computer security emergency measures policies, procedures, and tests.
- Review violations of computer security procedures discuss procedures with violators take adequate measure to reduce or non repetition of violation.
- Maintain permanent fleet cryptologic as well as carry-on direct support systems required in special land, sea surface subsurface operations

Plot no. 60, Crystal Square Apartment,
EVP Park Avenue, Thiruvanmiyur, Chennai 60004
Email: aarya4u@bairavtech.in



BAIRAV TECH

Financial Offer - Salary and Benefits:

- Rs. 20,370 - the Basic pay offered for Information Security Analyst position.
- Your position compensations and benefits are: Group insurance, Dental care, Health care, and Transportation.

Further information about the work:

- You will report to Information Security Manager
- Your working hours will start from 09.00 a.m. till 06.30 p.m.
- You can avail one day leave per month and Two hours of permission. Above which will lead to LOP.

Kindly accept the terms of appointment and submit the signed copy of the order to the HR on or before 02nd August 2018.

We look forward to join our company in order to work with you

Sincerely,

S.Arya

Head – Talent Acquisiton



BAIRAV TECH

Date: 11/10/2017

Reference No: **2018/Team-C/EGS/1695**

Name: **Ponvardhini T**

College: EGS Pillay Engineering College.

Dear **Ponvardhini T**,

We are pleased to confirm you that, you have been selected to work in Bairav Tech as "Information Security Analyst".

Your Responsibilities are:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs.
- Monitor current reports of computer viruses to define when to update virus protection systems.
- Modify computer security files to incorporate new software, correct errors, or change individual access status.
- Coordinate implementation of computer system plan with establishment personnel and vendors.
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BAIRAV TECH

Financial Offer - Salary and Benefits:

- Rs. 20,370 - the Basic pay offered for Information Security Analyst position.
- Your position compensations and benefits are: Group insurance, Dental care, Health care, and Transportation.

Further information about the work:

- You will report to Information Security Manager
- Your working hours will start from 09.00 a.m. till 06.30 p.m.
- You can avail one day leave per month and Two hours of permission. Above which will lead to LOP.

Kindly accept the terms of appointment and submit the signed copy of the order to the HR on or before 02nd August 2018.

We look forward to join our company in order to work with you

Sincerely,

S.Aarya
Head – Talent Acquisition



Date: 11/10/2017

Reference No: **2018/Team-C/EGS/1696**

Name: **Dharanya J**

College: EGS Pillay Engineering College.

Dear **Dharanya J**,

We are pleased to confirm you that, you have been selected to work in Bairav Tech as "Information Security Analyst".

Your Responsibilities are:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs.
- Monitor current reports of computer viruses to define when to update virus protection systems.
- Modify computer security files to incorporate new software, correct errors, or change individual access status.
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Email: aarya4u@bairavtech.in



Financial Offer - Salary and Benefits:

- Rs. 20,370 - the Basic pay offered for Information Security Analyst position.
- Your position compensations and benefits are: Group insurance, Dental care, Health care, and Transportation.

Further information about the work:

- You will report to Information Security Manager
- Your working hours will start from 09.00 a.m. till 06.30 p.m.
- You can avail one day leave per month and Two hours of permission. Above which will lead to LOP.

Kindly accept the terms of appointment and submit the signed copy of the order to the HR on or before 02nd August 2018.

We look forward to join our company in order to work with you

Sincerely,

S.Aarya
Head – Talent Acquisition



Date: 11/10/2017

Reference No:2018/Team-C/EGS/1697

Name: **Pandeeshwari K**

College: EGS Pillay Engineering College.

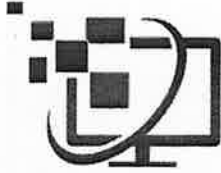
Dear **Pandeeshwari K**,

We are pleased to confirm you that, you have been selected to work in Bairav Tech as "Information Security Analyst".

Your Responsibilities are:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs.
- Monitor current reports of computer viruses to define when to update virus protection systems.
- Modify computer security files to incorporate new software, correct errors, or change individual access status.
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Email: aarya4u@bairavtech.in



BAIRAV TECH

Financial Offer - Salary and Benefits:

- Rs. 20,370 - the Basic pay offered for Information Security Analyst position.
- Your position compensations and benefits are: Group insurance, Dental care, Health care, and Transportation.

Further information about the work:

- You will report to Information Security Manager
- Your working hours will start from 09.00 a.m. till 06.30 p.m.
- You can avail one day leave per month and Two hours of permission. Above which will lead to LOP.

Kindly accept the terms of appointment and submit the signed copy of the order to the HR on or before 02nd August 2018.

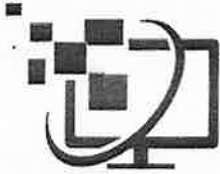
We look forward to join our company in order to work with you

Sincerely,

S.Aarya

Head – Talent Acquisition

Plot no. 60, Crystal Square Apartment,
EVP Park Avenue, Thiruvanmiyur, Chennai 60004
Email: aarya4u@bairavtech.in



BAIRAV TECH

Date: 11/10/2017

Reference No: **2018/Team-C/EGS/1698**

Name: **Santhiraleka S**

College: EGS Pillay Engineering College.

Dear **Santhiraleka S**,

We are pleased to confirm you that, you have been selected to work in Bairav Tech as "Information Security Analyst".

Your Responsibilities are:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs.
- Monitor current reports of computer viruses to define when to update virus protection systems.
- Modify computer security files to incorporate new software, correct errors, or change individual access status.
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BAIRAV TECH

Financial Offer - Salary and Benefits:

- Rs. 20,370 - the Basic pay offered for Information Security Analyst position.
- Your position compensations and benefits are: Group insurance, Dental care, Health care, and Transportation.

Further information about the work:

- You will report to Information Security Manager
- Your working hours will start from 09.00 a.m. till 06.30 p.m.
- You can avail one day leave per month and Two hours of permission. Above which will lead to LOP.

Kindly accept the terms of appointment and submit the signed copy of the order to the HR on or before 02nd August 2018.

We look forward to join our company in order to work with you

Sincerely,

S.Arya
Head – Talent Acquisition



BAIRAV TECH

Date: 11/10/2017

Reference No:2018/Team-C/EGS/1699

Name: **Selvapriya G**

College: EGS Pillay Engineering College.

Dear **Selvapriya G**,

We are pleased to confirm you that, you have been selected to work in Bairav Tech as "Information Security Analyst".

Your Responsibilities are:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs.
- Monitor current reports of computer viruses to define when to update virus protection systems.
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Email: aarya4u@bairavtech.in



Financial Offer - Salary and Benefits:

- Rs. 20,370 - the Basic pay offered for Information Security Analyst position.
- Your position compensations and benefits are: Group insurance, Dental care, Health care, and Transportation.

Further information about the work:

- You will report to Information Security Manager
- Your working hours will start from 09.00 a.m. till 06.30 p.m.
- You can avail one day leave per month and Two hours of permission. Above which will lead to LOP.

Kindly accept the terms of appointment and submit the signed copy of the order to the HR on or before 02nd August 2018.

We look forward to join our company in order to work with you

Sincerely,

S.Arya

Head – Talent Acquisition



Date: 11/10/2017

Reference No: **2018/Team-C/EGS/1700**

Name: **Ramya.M**

College: EGS Pillay Engineering College.

Dear **Ramya.M**,

We are pleased to confirm you that, you have been selected to work in Bairav Tech as "Information Security Analyst".

Your Responsibilities are:

- Develop plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure to meet emergency data processing needs.
- Monitor current reports of computer viruses to define when to update virus protection systems.
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Email: aarya4u@bairavtech.in



BAIRAV TECH

Financial Offer - Salary and Benefits:

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- Your position compensations and benefits are: Group insurance, Dental care, Health care, and Transportation.

Further information about the work:

- You will report to Information Security Manager
- Your working hours will start from 09.00 a.m. till 06.30 p.m.
- You can avail one day leave per month and Two hours of permission. Above which will lead to LOP.

Kindly accept the terms of appointment and submit the signed copy of the order to the HR on or before 02nd August 2018.

We look forward to join our company in order to work with you

Sincerely,

S.Arya

Head – Talent Acquisiton

Plot no. 60, Crystal Square Apartment,
EVP Park Avenue, Thiruvanmiyur, Chennai 60004
Email: aarya4u@bairavtech.in



27th Oct 2017

CD/HR/09-2018/18-ICCOE0-651

To,

Aravindhnan B

With great pleasure, CA Deploy Engineering Service Private Limited extends the offer of employment to you as "Trainee Associate". You will undergo one year Training program through CA Deploy Centre of Excellence at **Sri Eshwar College of Engineering, Coimbatore**. This letter outlines the basic terms which would lead to your employment with the Company.

The detailed appointment letter in the form of employment agreement will be given to you at the time of confirmation. Your employment with the Company shall be subject to the following conditions:

1. You have to successfully complete the degree without arrears in any semester along with Training Modules at CA Deploy Center of Excellence.
2. Your training module of CA Deploy Centre of Excellence will start from 31st Aug 2018. Any Change in the schedule will be intimated accordingly.
3. Your joining date will be Sep 2018. However, you will be signing 3 years' of minimum service agreement at the timing of joining.
4. You should also Sign the Pre-Acceptance Agreement for conditions to undergo CA Deploy Center of Excellence Training Module.
5. Your annual CTC will be INR.2,40,000/- (Two Lakhs Forty Thousand Only), including annual performance bonus. The employment agreement will contain the detail break-up of the salary.

Please note that your employment will also depends on the business exigencies and other market conditions at that time.

This letter is not a guarantee of employment with the Company and it is subjected to your performance during the Center of Excellence Training Module evaluation, authentication of the details provided by you. The Company reserves right to with held this appointment given to you.

We would like to take this opportunity to wish you a successful career with us.

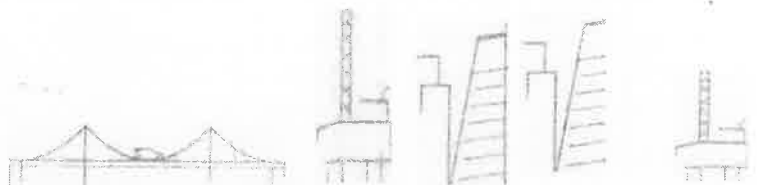
For CA Deploy Engineering Pvt Ltd.

A handwritten signature in black ink, appearing to read 'Sivan Pillai', written over a horizontal line.

Sivan Pillai
Chief of Staff & CEO Liaison

CADEPLOY ENGINEERING PRIVATE LIMITED

5th Floor, Softpro Building, Plot no-12
Software Units layout, Inorbit Mall Road,
Madhapur, Hyderabad, Telangana - 500081.
Telephone No. : 040 23111848





27th Oct 2017

CD/HR/09-2018/18-ICCOE0-652

To,

Franklin Jose S

With great pleasure, CA Deploy Engineering Service Private Limited extends the offer of employment to you as "Trainee Associate". You will undergo one year Training program through CA Deploy Centre of Excellence at **Sri Eshwar College of Engineering, Coimbatore**. This letter outlines the basic terms which would lead to your employment with the Company.

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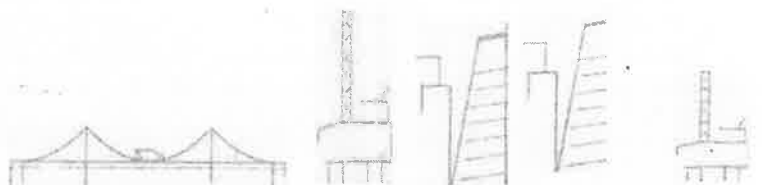
For **CA Deploy Engineering Pvt Ltd.**

A handwritten signature in black ink, appearing to read 'Sivan Pillai', written over a horizontal line.

Sivan Pillai
Chief of Staff & CEO Liaison

CADEPLOY ENGINEERING PRIVATE LIMITED

5th Floor, Softpro Building, Plot no-12
Software Units layout, Inorbit Mall Road,
Madhapur, Hyderabad, Telangana - 500081.
Telephone No. : 040 23111848





27th Oct 2017

CD/HR/09-2018/18-ICCOE0-653

To,

Harith Kumar M

With great pleasure, CA Deploy Engineering Service Private Limited extends the offer of employment to you as "Trainee Associate". You will undergo one year Training program through CA Deploy Centre of Excellence at **Sri Eshwar College of Engineering, Coimbatore**. This letter outlines the basic terms which would lead to your employment with the Company.

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We would like to take this opportunity to wish you a successful career with us.

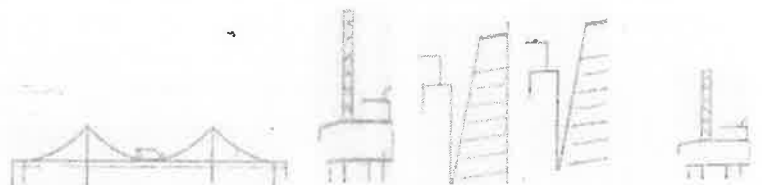
For CA Deploy Engineering Pvt Ltd.

A handwritten signature in black ink, appearing to read 'Sivan Pillai', written over a horizontal line.

Sivan Pillai
Chief of Staff & CEO Liaison

CADEPLOY ENGINEERING PRIVATE LIMITED

5th Floor, Softpro Building, Plot no-12
Software Units layout, Inorbit Mall Road,
Madhapur, Hyderabad, Telangana - 500081.
Telephone No. : 040 23111848



REF.NO:DE/0005.MAR2018



MILLENNIUM
ENGINEERS & CONTRACTORS PVT. LTD

PERIYAKULAM, THENI-625531

REF.NO:DE/0005.MAR2018

05 March,2018

Mr. RAJAVEL.J
N0.3,Calimer School Street,
Thirupoondi,

SUB: Appointment Order

Dear Mr. RAJAVEL.J,

With reference to your application and the subsequent interview you had with us on 12th January.2018, We are pleased to employ you as “**DESIGN ENGINEER**” in our organization w.e.f.19th Mar 2018.

Your employment will be strictly governed by the following terms and conditions:

1. **Monthly Gross Salary:** You will be paid a monthly gross salary of Rs. 20000/- per month. Salary Increase in your salary will be reviewed periodically as per the policy of the Company. Increments in the salary range will be on the basis of demonstrated results and effectiveness of performance during the period of review.
2. **Working Hours:** Your working hours will be 10 am to 6:30 pm as per the current company policy. The company observes a 6-day work week.
3. **Date of Appointment:** Your date of appointment as per company records is 18th Mar 2018. **Probation Period:** You will be on probation for a period of six months from the date of your appointment. On satisfactory completion of the probation period, you will be confirmed in service. If not confirmed after six months, this order will continue to be in operation, and the probation period will stand extended automatically till further notice.
4. **Notice Period:** While on probation, this appointment may be terminated by either side by giving seven-day notice, or seven days salary in lieu of notice period. On confirmation, this appointment may be terminated by either side by giving one months' notice or one months' salary in lieu of notice period. Should you resign after confirmation, the Company will have the option to accept your resignation either with immediate effect, and pay you three months' salary in lieu of notice period or accept it effective any day up to the end of the notice period and pay you salary for the remaining period from the acceptance of resignation till the end of the notice period.



REF.NO:DE/0005.MAR2018

5. **On termination:** On termination of this contract, you will immediately give up to the Company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effect or records, etc. belonging to the Company or relating to its business and shall not make or retain any copies of these items.
6. **General T&C:** The above terms and conditions are based on Company Policy, Procedures and other Rules and Regulations currently applicable to the Company's employees and are subject to amendments and adjustments from time to time.

Please communicate your acceptance of this appointment by signing a copy of this letter and returning it to us.

We welcome you to the **MILLENNIUM ENGINEERS & CONSTRUCTION PVT LTD.**, family and trust we will have a long and mutually rewarding association.

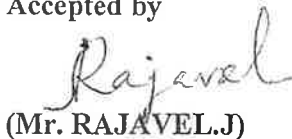
Yours faithfully,

For MILLENNIUM CONSTRUCTION PVT LTD.,



Mr.SundaraNathan
Branch Manager

Accepted by



(Mr. RAJAVEL.J)





PACIFIC SURVEYS

No.4, Fourth Main Road, Nanganallur, Chennai – 600 061.

SUR.024/FEB2018

05 FEB. 2018

APPOINTMENT ORDER

To,
MANIKANDAN K,
No.15 Ruthrakaliamman Street,
Senthmangalam,
Thiruvarur.

Sub: - Appointment of L.S.for property bearing C.S.

Dear Mr. Manikandan,

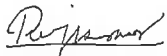
Hereby, we appoint you as our L.S. for the above-mentioned work with an annual salary of Rs. 2,40,000 from the date of joining. Following are the terms and conditions that both parties must adhere to: -

- 1) **Scope of work:** - Preparation of preliminary/architectural designs and Municipal Drawings to obtain Municipal approval on our behalf by liasioning with authorities for approval, to recommend appointment of structural consultant, plumber and site supervisor / clerk of work in consultation with us at our separate cost, periodical inspection and report of the progress of work periodically at your discretion as per exigencies, issuing the completion certificate based on the certificates of owner / developer, builder / contractor, site supervisor, structural consultant and plumber and submitting the same to authorities, and to obtain Occupation Permission / Building Completion Certificate from authorities, Yours service do not include constant supervision.
- 2) For day-to-day supervision we will appoint a qualified licensed site supervisor for execution of entire work.
- 3) We agree to abide by all the condition subject to which the approval is granted. You will not be responsible for any infringement of the same. On noticing any infringement of any conditions or regulations you shall have right to stop the work to which we shall abide forth with.
- 4) If we do any work departmentally by our supply and purchase of the Materials, we shall be solely responsible for use of proper material sand workmanship and you shall have all the rights given to an architect under the building contract, on the work.
- 5) A separate letter is issued to you stating the Professional Fees payable, Mode of payment shall be in accordance with the norms of PEATA Norms/Architects associates.
- 6) The fees do not include obtaining any N.O.C./s from other departments or authorities, preparing perspective, models etc.

- 7) You will not have right to alter / amend the design / drawings without our approval in writing which entails any financial Implications, save and except those required for statutory compliance.
- 8) A thirty days clear notice in writing is required by either of the parties to terminate the agreement, during the tendency of which your services shall be continued to be rendered. However, on termination of the agreement the fees shall be paid to the extent of service render as per stage of work /payment.
- 9) We may terminate this agreement by giving one month's notice in writing and further, we can appoint any other Architect/ Licensed Survey or only on obtaining Your N.O.C. We will not carry out any further work till the new architect/Licensed Surveyors is appointed and is accepted by the authorities. In this event, you're N. O. C. Will not be withheld unreasonably and will be deemed to be issued on our paying your dues, or in the event of dispute, on them attar being referred to the arbitration.
- 10) In event of any dispute the matter shall be referred to arbitrate on before the Arbitrators to be appointed by P.E.A.T.A. / both of us.
- 11) You shall hold valid Licensed/ Registration issued by the appropriate Authority till the completion of work.

One copy of this letter must be signed and returned. It will be taken as token of final approval of offer acceptance.

Thanking You,



V. Rajkumar
DIRECTOR



PACIFIC SURVEYS

No.4, Fourth Main Road, Nanganallur, Chennai – 600 061.

SUR.096/FEB2018

05 FEB. 2018

APPOINTMENT ORDER

To,
MOHAMED IRFAN.A
3/23 Mahara Gate,
Senthmangalam,
Thiruvarur,

Sub: - Appointment of L.S. for property bearing C.S.

Dear Mr. Mohamed Irfan,

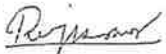
Hereby, we appoint you as our L.S. for the above-mentioned work with an annual salary of Rs. 2,40,000 from the date of joining. Following are the terms and conditions that both parties must adhere to: -

- 1) Scope of work: - Preparation of preliminary/architectural designs and Municipal Drawings to obtain Municipal approval on our behalf by liasioning with authorities for approval, to recommend appointment of structural consultant, plumber and site supervisor / clerk of work in consultation with us at our separate cost, periodical inspection and report of the progress of work periodically at your discretion as per exigencies, issuing the completion certificate based on the certificates of owner / developer, builder / contractor, site supervisor, structural consultant and plumber and submitting the same to authorities, and to obtain Occupation Permission / Building Completion Certificate from authorities, Yours service do not include constant supervision.
- 2) For day-to-day supervision we will appoint a qualified licensed site supervisor for execution of entire work.
- 3) We agree to abide by all the condition subject to which the approval is granted. You will not be responsible for any infringement of the same. On noticing any infringement of any conditions or regulations you shall have right to stop the work to which we shall abide forth with.
- 4) If we do any work departmentally by our supply and purchase of the Materials, we shall be solely responsible for use of proper material sand workmanship and you shall have all the rights given to an architect under the building contract, on the work.
- 5) A separate letter is issued to you stating the Professional Fees payable, Mode of payment shall be in accordance with the norms of PEATA Norms/Architects associates.
- 6) The fees do not include obtaining any N.O.C./s from other departments or authorities, preparing perspective, models etc.

- 7) You will not have right to alter / amend the design / drawings without our approval in writing which entails any financial Implications, save and except those required for statutory compliance.
- 8) A thirty days clear notice in writing is required by either of the parties to terminate the agreement, during the tendency of which your services shall be continued to be rendered. However, on termination of the agreement the fees shall be paid to the extent of service render as per stage of work /payment.
- 9) We may terminate this agreement by giving one month's notice in writing and further, we can appoint any other Architect/ Licensed Survey or only on obtaining Your N.O.C. We will not carry out any further work till the new architect/Licensed Surveyors is appointed and is accepted by the authorities. In this event, you're N. O. C. Will not be withheld unreasonably and will be deemed to be issued on our paying your dues, or in the event of dispute, on them attar being referred to the arbitration.
- 10) In event of any dispute the matter shall be referred to arbitrate on before the Arbitrators to be appointed by P.E.A.T.A. / both of us.
- 11) You shall hold valid Licensed/ Registration issued by the appropriate Authority till the completion of work.

One copy of this letter must be signed and returned. It will be taken as token of final approval of offer acceptance.

Thanking You,



V. Rajkumar
DIRECTOR



PACIFIC SURVEYS

No.4, Fourth Main Road, Nanganallur, Chennai – 600 061.

SUR.098/FEB2018

05 FEB. 2018

APPOINTMENT ORDER

To,
RESHMA.N
No.22 Gothandarama Street,
Senthmangalam,
Thiruvarur.

Sub: - Appointment of L.S. for property bears C.S.

Dear Ms. Reshma,

Hereby, we appoint you as our L.S. for the above-mentioned work with an annual salary of Rs. 2,40,000 from the date of joining. Following are the terms and conditions that both parties must adhere to: -

- 1) **Scope of work:** - Preparation of preliminary/architectural designs and Municipal Drawings to obtain Municipal approval on our behalf by liaisoning with authorities for approval, to recommend appointment of structural consultant, plumber and site supervisor / clerk of work in consultation with us at our separate cost, periodical inspection and report of the progress of work periodically at your discretion as per exigencies, issuing the completion certificate based on the certificates of owner / developer, builder / contractor, site supervisor, structural consultant and plumber and submitting the same to authorities, and to obtain Occupation Permission / Building Completion Certificate from authorities, Yours service do not include constant supervision.
- 2) For day-to-day supervision we will appoint a qualified licensed site supervisor for execution of entire work.
- 3) We agree to abide by all the condition subject to which the approval is granted. You will not be responsible for any infringement of the same. On noticing any infringement of any conditions or regulations you shall have right to stop the work to which we shall abide forth with.
- 4) If we do any work departmentally by our supply and purchase of the Materials, we shall be solely responsible for use of proper material sand workmanship and you shall have all the rights given to an architect under the building contract, on the work.
- 5) A separate letter is issued to you stating the Professional Fees payable, Mode of payment shall be in accordance with the norms of PEATA Norms/Architects associates.
- 6) The fees do not include obtaining any N.O.C./s from other departments or authorities, preparing perspective, models etc.

- 7) You will not have right to alter / amend the design / drawings without our approval in writing which entails any financial Implications, save and except those required for statutory compliance.
- 8) A thirty days clear notice in writing is required by either of the parties to terminate the agreement, during the tendency of which your services shall be continued to be rendered. However, on termination of the agreement the fees shall be paid to the extent of service render as per stage of work /payment.
- 9) We may terminate this agreement by giving one month's notice in writing and further, we can appoint any other Architect/ Licensed Survey or only on obtaining Your N.O.C. We will not carry out any further work till the new architect/Licensed Surveyors is appointed and is accepted by the authorities. In this event, you're N. O. C. Will not be withheld unreasonably and will be deemed to be issued on our paying your dues, or in the event of dispute, on them attar being referred to the arbitration.
- 10) In event of any dispute the matter shall be referred to arbitrate on before the Arbitrators to be appointed by P.E.A.T.A. / both of us.
- 11) You shall hold valid Licensed/ Registration issued by the appropriate Authority till the completion of work.

One copy of this letter must be signed and returned. It will be taken as token of final approval of offer acceptance.

Thanking You,



V. Rajkumar
DIRECTOR



PACIFIC SURVEYS

No.4, Fourth Main Road, Nanganallur, Chennai – 600 061.

SUR.122/FEB2018

05 FEB. 2018

APPOINTMENT ORDER

To,
RUTHRA.E
No.22 State Bank Colony,
Ashesam,
Mannargudi.

Sub: - Appointment of L.S. for property bearing C.S.

Dear Ms. Ruthra,

Hereby, we appoint you as our L.S. for the above-mentioned work with an annual salary of Rs. 2,40,000 from the date of joining. Following are the terms and conditions that both parties must adhere to: -

- 1) **Scope of work:** - Preparation of preliminary/architectural designs and Municipal Drawings to obtain Municipal approval on our behalf by liaising with authorities for approval, to recommend appointment of structural consultant, plumber and site supervisor / clerk of work in consultation with us at our separate cost, periodical inspection and report of the progress of work periodically at your discretion as per exigencies, issuing the completion certificate based on the certificates of owner / developer, builder / contractor, site supervisor, structural consultant and plumber and submitting the same to authorities, and to obtain Occupation Permission / Building Completion Certificate from authorities, Yours service do not include constant supervision.
- 2) For day-to-day supervision we will appoint a qualified licensed site supervisor for execution of entire work.
- 3) We agree to abide by all the condition subject to which the approval is granted. You will not be responsible for any infringement of the same. On noticing any infringement of any conditions or regulations you shall have right to stop the work to which we shall abide forth with.
- 4) If we do any work departmentally by our supply and purchase of the Materials, we shall be solely responsible for use of proper material sand workmanship and you shall have all the rights given to an architect under the building contract, on the work.
- 5) A separate letter is issued to you stating the Professional Fees payable, Mode of payment shall be in accordance with the norms of PEATA Norms/Architects associates.
- 6) The fees do not include obtaining any N.O.C./s from other departments or authorities, preparing perspective, models etc.

- 7) You will not have right to alter / amend the design / drawings without our approval in writing which entails any financial Implications, save and except those required for statutory compliance.
- 8) A thirty days clear notice in writing is required by either of the parties to terminate the agreement, during the tendency of which your services shall be continued to be rendered. However, on termination of the agreement the fees shall be paid to the extent of service render as per stage of work /payment.
- 9) We may terminate this agreement by giving one month's notice in writing and further, we can appoint any other Architect/ Licensed Survey or only on obtaining Your N.O.C. We will not carry out any further work till the new architect/Licensed Surveyors is appointed and is accepted by the authorities. In this event, you're N. O. C. Will not be withheld unreasonably and will be deemed to be issued on our paying your dues, or in the event of dispute, on them attar being referred to the arbitration.
- 10) In event of any dispute the matter shall be referred to arbitrate on before the Arbitrators to be appointed by P.E.A.T.A. / both of us.
- 11) You shall hold valid Licensed/ Registration issued by the appropriate Authority till the completion of work.

One copy of this letter must be signed and returned. It will be taken as token of final approval of offer acceptance.

Thanking You,



V. Rajkumar
DIRECTOR



Nethaji Nagar,
Ammal Chattiram,
Karaikal,
Puducherry 609602

APPOINTMENT LETTER

Date: 13.09.2018

Dear Haj Mohamed M

Sub: Letter of Appointment

With reference to the interview we had with you, we on behalf of PSTS, We are pleased to appoint you the position of Senior Executive and invite you to join in PSTS family. Your cost of the company (CTC) would be 2,40,000/- (Two lakh forty thousand) per annum. The allowance, benefits and other employment will be as per company policies as applicable from time to time. Your compensation will be received in future as per company policy.

You have to join immediately after receiving GC from the college. While reporting duty you have to submit the copy of the following documents.

- Passport size photo: 2
- Copy of residence proof
- Copy of identity proof(Driving license or Passport or Voter ID)
- Copy of class 10th, 12th certificate, Degree/Graduate certificate

The company looks for a long term association with all its employees and expects the same from you also.

Yours

For PSTS Logistics Private Limited

A handwritten signature in black ink, appearing to read 'Anbuselvam', written over a horizontal line.

Mr. Anbuselvam
Head HR - Talent Acquisition.



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Employee ID: **Raxion-2061**

01-Mar-2018

Iswarya V

Sub: Appointment letter for Software Developer

Dear Iswarya V,

It is our great pleasure to send you this letter of appointment for the job of **Software Developer** at our company Raxion Innovation.

Your job description will be to work and support our software department to develop different types of software. We hope you will display good performance in researching, developing, and implementing various types of software through your skills and ideas. The CTC will be **Rs. 19,000/- per month**. You will get other benefits after the completion of your probationary period of 6 months.

We are confident that **Raxion Innovations** will provide outstanding opportunities for you to accomplish your professional goals. You will get the opportunity to work in an exciting work environment. Also, you will have opportunities for continuous learning and development. You have to submit all documents and signed copy of this letter as a token of acceptance to Head – HR on 01-Mar-2018.

Hope we will enjoy working with you in the future.

Thank you very much,

With regards,

Raxion Innovation,

Chennai.



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Employee ID: **Raxion-2062**

01-Mar-2018

Kanimozhi A

Sub: Appointment letter for Software Developer

Dear Kanimozhi A,

It is our great pleasure to send you this letter of appointment for the job of **Software Developer** at our company Raxion Innovation.

Your job description will be to work and support our software department to develop different types of software. We hope you will display good performance in researching, developing, and implementing various types of software through your skills and ideas. The CTC will be **Rs. 19,000/- per month**. You will get other benefits after the completion of your probationary period of 6 months.

We are confident that **Raxion Innovations** will provide outstanding opportunities for you to accomplish your professional goals. You will get the opportunity to work in an exciting work environment. Also, you will have opportunities for continuous learning and development. You have to submit all documents and signed copy of this letter as a token of acceptance to Head – HR on 01-Mar-2018.

Hope we will enjoy working with you in the future.

Thank you very much,

With regards,

Raxion Innovation,

Chennai.



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Employee ID: **Raxion-2063**

01-Mar-2018

Alexander

Sub: Appointment letter for Software Developer

Dear Alexander,

It is our great pleasure to send you this letter of appointment for the job of **Software Developer** at our company Raxion Innovation.

Your job description will be to work and support our software department to develop different types of software. We hope you will display good performance in researching, developing, and implementing various types of software through your skills and ideas. The CTC will be **Rs. 19,000/- per month**. You will get other benefits after the completion of your probationary period of 6 months.

We are confident that **Raxion Innovations** will provide outstanding opportunities for you to accomplish your professional goals. You will get the opportunity to work in an exciting work environment. Also, you will have opportunities for continuous learning and development. You have to submit all documents and signed copy of this letter as a token of acceptance to Head – HR on 01-Mar-2018.

Hope we will enjoy working with you in the future.

Thank you very much,

With regards,

Raxion Innovation,

Chennai.



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Employee ID: **Raxion-2064**

01-Mar-2018

Yuvarani

Sub: Appointment letter for Software Developer

Dear Yuvarani,

It is our great pleasure to send you this letter of appointment for the job of **Software Developer** at our company Raxion Innovation.

Your job description will be to work and support our software department to develop different types of software. We hope you will display good performance in researching, developing, and implementing various types of software through your skills and ideas. The CTC will be **Rs. 19,000/- per month**. You will get other benefits after the completion of your probationary period of 6 months.

We are confident that **Raxion Innovations** will provide outstanding opportunities for you to accomplish your professional goals. You will get the opportunity to work in an exciting work environment. Also, you will have opportunities for continuous learning and development. You have to submit all documents and signed copy of this letter as a token of acceptance to Head – HR on 01-Mar-2018.

Hope we will enjoy working with you in the future.

Thank you very much,

With regards,

Raxion Innovation,

Chennai.



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Employee ID: **Raxion-2065**

01-Mar-2018

Karpahambal

Sub: Appointment letter for Software Developer

Dear Karpahambal,

It is our great pleasure to send you this letter of appointment for the job of **Software Developer** at our company Raxion Innovation.

Your job description will be to work and support our software department to develop different types of software. We hope you will display good performance in researching, developing, and implementing various types of software through your skills and ideas. The CTC will be **Rs. 19,000/- per month**. You will get other benefits after the completion of your probationary period of 6 months.

We are confident that **Raxion Innovations** will provide outstanding opportunities for you to accomplish your professional goals. You will get the opportunity to work in an exciting work environment. Also, you will have opportunities for continuous learning and development. You have to submit all documents and signed copy of this letter as a token of acceptance to Head – HR on 01-Mar-2018.

Hope we will enjoy working with you in the future.

Thank you very much,

With regards,

Raxion Innovation,

Chennai.



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Employee ID: **Raxion-2066**

01-Mar-2018

Kiruthika.M

Sub: Appointment letter for Software Developer

Dear Kiruthika.M,

It is our great pleasure to send you this letter of appointment for the job of **Software Developer** at our company Raxion Innovation.

Your job description will be to work and support our software department to develop different types of software. We hope you will display good performance in researching, developing, and implementing various types of software through your skills and ideas. The CTC will be **Rs. 19,000/- per month**. You will get other benefits after the completion of your probationary period of 6 months.

We are confident that **Raxion Innovations** will provide outstanding opportunities for you to accomplish your professional goals. You will get the opportunity to work in an exciting work environment. Also, you will have opportunities for continuous learning and development. You have to submit all documents and signed copy of this letter as a token of acceptance to Head – HR on 01-Mar-2018.

Hope we will enjoy working with you in the future.

Thank you very much,

With regards,

Raxion Innovation,

Chennai.



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Employee ID: **Raxion-2067**

01-Mar-2018

Nivetha.R

Sub: Appointment letter for Software Developer

Dear Nivetha.R,

It is our great pleasure to send you this letter of appointment for the job of **Software Developer** at our company Raxion Innovation.

Your job description will be to work and support our software department to develop different types of software. We hope you will display good performance in researching, developing, and implementing various types of software through your skills and ideas. The CTC will be **Rs. 19,000/- per month**. You will get other benefits after the completion of your probationary period of 6 months.

We are confident that **Raxion Innovations** will provide outstanding opportunities for you to accomplish your professional goals. You will get the opportunity to work in an exciting work environment. Also, you will have opportunities for continuous learning and development. You have to submit all documents and signed copy of this letter as a token of acceptance to Head – HR on 01-Mar-2018.

Hope we will enjoy working with you in the future.

Thank you very much,

With regards,

Raxion Innovation,

Chennai.



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Employee ID: **Raxion-2068**

01-Mar-2018

Arun Kumar.S

Sub: Appointment letter for Software Developer

Dear Arun Kumar.S,

It is our great pleasure to send you this letter of appointment for the job of **Software Developer** at our company Raxion Innovation.

Your job description will be to work and support our software department to develop different types of software. We hope you will display good performance in researching, developing, and implementing various types of software through your skills and ideas. The CTC will be **Rs. 19,000/- per month**. You will get other benefits after the completion of your probationary period of 6 months.

We are confident that **Raxion Innovations** will provide outstanding opportunities for you to accomplish your professional goals. You will get the opportunity to work in an exciting work environment. Also, you will have opportunities for continuous learning and development. You have to submit all documents and signed copy of this letter as a token of acceptance to Head – HR on 01-Mar-2018.

Hope we will enjoy working with you in the future.

Thank you very much,

With regards,

Raxion Innovation,

Chennai.



Raxion Innovations
Building No.105, Bharathi Salai, Kilpauk, Chennai-600039
- email:ra.hr@raxioninnovation.com

Employee ID: **Raxion-2069**

01-Mar-2018

Hameedha Afrin.M

Sub: Appointment letter for Software Developer

Dear Hameedha Afrin.M,

It is our great pleasure to send you this letter of appointment for the job of **Software Developer** at our company Raxion Innovation.

Your job description will be to work and support our software department to develop different types of software. We hope you will display good performance in researching, developing, and implementing various types of software through your skills and ideas. The CTC will be **Rs. 19,000/- per month**. You will get other benefits after the completion of your probationary period of 6 months.

We are confident that **Raxion Innovations** will provide outstanding opportunities for you to accomplish your professional goals. You will get the opportunity to work in an exciting work environment. Also, you will have opportunities for continuous learning and development. You have to submit all documents and signed copy of this letter as a token of acceptance to Head – HR on 01-Mar-2018.

Hope we will enjoy working with you in the future.

Thank you very much,

With regards,

Raxion Innovation,

Chennai.



SUNDARAM FINANCE
Enduring values. New age thinking.

Date : 22.03.2018

Dear Chitra S,

Sub: Offer Letter of Sundaram Finance private limited company – SF/BE-116

This letter is being issued to you, to fulfill the requirements of this company and we are pleased to issue this formal appointment letter to you.

We are pleased to inform you that at the campus recruitment held on 22.03.2018 and Board of director of the company have approved your appointment as a **Sales executive** of this company with the salary of **Rs.19,000** (Nineteen thousand only).

This letter will set out the terms of your appointment and your roles, duties, responsibilities and liability as a Sales Executive of Company.

Kindly return the duplicate copy of this letter, the following data and the terms of appointment enclosed herewith, duly signed by you in confirmation.

1. Recent passport size photos (4 copies)
2. Proof of educational qualification
3. Copy of this appointment order with sign

Thank you,

For Sundaram Finance Pvt. Ltd,

Agreed and Accepted

Name :

Signature :

Sundaram finance Pvt.Ltd ,2nd Cross Street, 3rd Floor Neelangerai Chennai Phone: 9232565454

www.sundaramfinance.com



SUNDARAM FINANCE
Enduring values. New age thinking.

Date : 22.03.2018

Dear Kalaimani K,

Sub: Offer Letter of Sundaram Finance private limited company – SF/BE-117

This letter is being issued to you, to fulfill the requirements of this company and we are pleased to issue this formal appointment letter to you.

We are pleased to inform you that at the campus recruitment held on 22.03.2018 and Board of director of the company have approved your appointment as a **Sales executive** of this company with the salary of Rs.19,000 (Nineteen thousand only).

This letter will set out the terms of your appointment and your roles, duties, responsibilities and liability as a Sales Executive of Company.

Kindly return the duplicate copy of this letter, the following data and the terms of appointment enclosed herewith, duly signed by you in confirmation.

1. Recent passport size photos (4 copies)
2. Proof of educational qualification
3. Copy of this appointment order with sign

Thank you,

For Sundaram Finance Pvt. Ltd,

Agreed and Accepted

Name :

Signature :

Sundaram finance Pvt.Ltd ,2nd Cross Street, 3rd Floor Neelangerai Chennai Phone: 9232565454

www.sundaramfinance.com



SUNDARAM FINANCE
Enduring values. New age thinking.

Date : 22.03.2018

Dear Dhivya K,

Sub: Offer Letter of Sundaram Finance private limited company – SF/BE-118

This letter is being issued to you, to fulfill the requirements of this company and we are pleased to issue this formal appointment letter to you.

We are pleased to inform you that at the campus recruitment held on 22.03.2018 and Board of director of the company have approved your appointment as a **Sales executive** of this company with the salary of Rs.19,000 (Nineteen thousand only).

This letter will set out the terms of your appointment and your roles, duties, responsibilities and liability as a Sales Executive of Company.

Kindly return the duplicate copy of this letter, the following data and the terms of appointment enclosed herewith, duly signed by you in confirmation.

1. Recent passport size photos (4 copies)
2. Proof of educational qualification
3. Copy of this appointment order with sign

Thank you,

For Sundaram Finance Pvt. Ltd,

Agreed and Accepted

Name :

Signature :

Sundaram finance Pvt.Ltd ,2nd Cross Street, 3rd Floor Neelangerai Chennai Phone: 9232565454

www.sundaramfinance.com



SUNDARAM FINANCE
Enduring values. New age thinking.

Date : 22.03.2018

Dear Durgadevi S,

Sub: Offer Letter of Sundaram Finance private limited company – SF/BE-119

This letter is being issued to you, to fulfill the requirements of this company and we are pleased to issue this formal appointment letter to you.

We are pleased to inform you that at the campus recruitment held on **22.03.2018** and Board of director of the company have approved your appointment as a **Sales executive** of this company with the salary of **Rs.19,000** (Nineteen thousand only).

This letter will set out the terms of your appointment and your roles, duties, responsibilities and liability as a Sales Executive of Company.

Kindly return the duplicate copy of this letter, the following data and the terms of appointment enclosed herewith, duly signed by you in confirmation.

1. Recent passport size photos (4 copies)
2. Proof of educational qualification
3. Copy of this appointment order with sign

Thank you,

For Sundaram Finance Pvt. Ltd,

Agreed and Accepted

Name :

Signature :

Sundaram finance Pvt.Ltd ,2nd Cross Street, 3rd Floor Neelangarai Chennai Phone: 9232565454

www.sundaramfinance.com



SUNDARAM FINANCE
Enduring values. New age thinking.

Date : 22.03.2018

Dear Elanthamilan A,

Sub: Offer Letter of Sundaram Finance private limited company – SF/BE-120

This letter is being issued to you, to fulfill the requirements of this company and we are pleased to issue this formal appointment letter to you.

We are pleased to inform you that at the campus recruitment held on **22.03.2018** and Board of director of the company have approved your appointment as a **Sales executive** of this company with the salary of **Rs.19,000** (Nineteen thousand only).

This letter will set out the terms of your appointment and your roles, duties, responsibilities and liability as a Sales Executive of Company.

Kindly return the duplicate copy of this letter, the following data and the terms of appointment enclosed herewith, duly signed by you in confirmation.

1. Recent passport size photos (4 copies)
2. Proof of educational qualification
3. Copy of this appointment order with sign

Thank you,

For Sundaram Finance Pvt. Ltd,

Agreed and Accepted

Name :

Signature :

Sundaram finance Pvt.Ltd ,2nd Cross Street, 3rd Floor Neelangerai Chennai Phone: 9232565454

www.sundaramfinance.com



SUNDARAM FINANCE
Enduring values. New age thinking.

Date : 22.03.2018

Dear Gowsalya L,

Sub: Offer Letter of Sundaram Finance private limited company – SF/BE-121

This letter is being issued to you, to fulfill the requirements of this company and we are pleased to issue this formal appointment letter to you.

We are pleased to inform you that at the campus recruitment held on **22.03.2018** and Board of director of the company have approved your appointment as a **Sales executive** of this company with the salary of **Rs.19,000** (Nineteen thousand only).

This letter will set out the terms of your appointment and your roles, duties, responsibilities and liability as a Sales Executive of Company.

Kindly return the duplicate copy of this letter, the following data and the terms of appointment enclosed herewith, duly signed by you in confirmation.

1. Recent passport size photos (4 copies)
2. Proof of educational qualification
3. Copy of this appointment order with sign

Thank you,

For Sundaram Finance Pvt. Ltd,

Agreed and Accepted

Name :

Signature :

Sundaram finance Pvt.Ltd ,2nd Cross Street, 3rd Floor Neelangerai Chennai Phone: 9232565454

www.sundaramfinance.com



SUNDARAM FINANCE
Enduring values. New age thinking.

Date : 22.03.2018

Dear Jothymani R,

Sub: Offer Letter of Sundaram Finance private limited company – SF/BE-122

This letter is being issued to you, to fulfill the requirements of this company and we are pleased to issue this formal appointment letter to you.

We are pleased to inform you that at the campus recruitment held on 22.03.2018 and Board of director of the company have approved your appointment as a **Sales executive** of this company with the salary of Rs.19,000 (Nineteen thousand only).

This letter will set out the terms of your appointment and your roles, duties, responsibilities and liability as a Sales Executive of Company.

Kindly return the duplicate copy of this letter, the following data and the terms of appointment enclosed herewith, duly signed by you in confirmation.

1. Recent passport size photos (4 copies)
2. Proof of educational qualification
3. Copy of this appointment order with sign

Thank you,

For Sundaram Finance Pvt. Ltd,

Agreed and Accepted

Name :

Signature :

Sundaram finance Pvt.Ltd ,2nd Cross Street, 3rd Floor Neelangerai Chennai Phone: 9232565454

www.sundaramfinance.com



SUNDARAM FINANCE
Enduring values. New age thinking.

Date : 22.03.2018

Dear Manimegalai,

Sub: Offer Letter of Sundaram Finance private limited company – SF/BE-123

This letter is being issued to you, to fulfill the requirements of this company and we are pleased to issue this formal appointment letter to you.

We are pleased to inform you that at the campus recruitment held on 22.03.2018 and Board of director of the company have approved your appointment as a **Sales executive** of this company with the salary of Rs.19,000 (Nineteen thousand only).

This letter will set out the terms of your appointment and your roles, duties, responsibilities and liability as a Sales Executive of Company.

Kindly return the duplicate copy of this letter, the following data and the terms of appointment enclosed herewith, duly signed by you in confirmation.

1. Recent passport size photos (4 copies)
2. Proof of educational qualification
3. Copy of this appointment order with sign

Thank you,

For Sundaram Finance Pvt. Ltd,

Agreed and Accepted

Name :

Signature :

Sundaram finance Pvt.Ltd ,2nd Cross Street, 3rd Floor Neelangerai Chennai Phone: 9232565454

www.sundaramfinance.com



SUNDARAM FINANCE
Enduring values. New age thinking.

Date : 22.03.2018

Dear Sivakamasundari K,

Sub: Offer Letter of Sundaram Finance private limited company – SF/BE-124

This letter is being issued to you, to fulfill the requirements of this company and we are pleased to issue this formal appointment letter to you.

We are pleased to inform you that at the campus recruitment held on 22.03.2018 and Board of director of the company have approved your appointment as a **Sales executive** of this company with the salary of Rs.19,000 (Nineteen thousand only).

This letter will set out the terms of your appointment and your roles, duties, responsibilities and liability as a Sales Executive of Company.

Kindly return the duplicate copy of this letter, the following data and the terms of appointment enclosed herewith, duly signed by you in confirmation.

1. Recent passport size photos (4 copies)
2. Proof of educational qualification
3. Copy of this appointment order with sign

Thank you,

For Sundaram Finance Pvt. Ltd,

Agreed and Accepted

Name :

Signature :

Sundaram finance Pvt.Ltd ,2nd Cross Street, 3rd Floor Neelangarai Chennai Phone: 9232565454

www.sundaramfinance.com



SUNDARAM FINANCE
Enduring values. New age thinking.

Date : 22.03.2018

Dear Sujatha R,

Sub: Offer Letter of Sundaram Finance private limited company – SF/BE-125

This letter is being issued to you, to fulfill the requirements of this company and we are pleased to issue this formal appointment letter to you.

We are pleased to inform you that at the campus recruitment held on 22.03.2018 and Board of director of the company have approved your appointment as a **Sales executive** of this company with the salary of Rs.19,000 (Nineteen thousand only).

This letter will set out the terms of your appointment and your roles, duties, responsibilities and liability as a Sales Executive of Company.

Kindly return the duplicate copy of this letter, the following data and the terms of appointment enclosed herewith, duly signed by you in confirmation.

1. Recent passport size photos (4 copies)
2. Proof of educational qualification
3. Copy of this appointment order with sign

Thank you,

For Sundaram Finance Pvt. Ltd,

Agreed and Accepted

Name :

Signature :

Sundaram finance Pvt.Ltd ,2nd Cross Street, 3rd Floor Neelangarai Chennai Phone: 9232565454

www.sundaramfinance.com

VOLTAS

Ref: MD-101/1445

15th February, 2019

Mr. Gangadharan K
99, Nallathur Salai, Kurumbagaram,
Karaikal, Pondicherry-609603

Dear Gangadharan,

We refer to your application dated 25.01.2019 and your subsequent interviews with us.

We have pleasure in offering you a **Fixed Term Contract (FTC- M5)** employment as **Assistant Engineer Projects** in our Domestic Projects Group at **Chennai**.

This contract will be valid for the period of one year. The terms of employment have been discussed and mutually agreed upon during our discussions at the time of interview. The formal contract can be signed on your joining.

Our offer is subject to your being declared physically fit by our Medical Officer and our getting satisfactory reference checks from your previous employers.

Your behaviour and actions will be governed by the Code of Conduct adopted by the Tata Group of Companies. Please visit our website www.voltas.com/values/images/tata_code_of_conduct.pdf


You are requested to kindly go through all the clauses and confirm your acceptance of the same.

We look forward to receiving your acceptance of our offer on the enclosed duplicate copy and to hearing from you the date on which you will be in a position to join us. If we do not hear from you within ten days from the date of this letter, we shall take it that you are not interested in joining and our offer will automatically stand closed. Your date of joining should be on or before **18th February 2019** failing which this Offer will stand withdrawn.

On joining you will be required to submit two copies of your passport size photograph, a copy each of your passing certificates along with the originals, which will be returned to you after verification by us.

Thanking you.

Yours faithfully,
For Voltas Limited


Shripad Thosar
Head - L & D

CC: Loc - DPG

VOLTAS LIMITED

May 31th 2018

Employee Reg No: **CT/2018/Reg/Shift-C/067**

To,

Muthuraman M
EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam

Dear,

We are pleased to inform you that you have been selected for the profile "FTCP" based on the following terms and conditions.

Designation: FTCP

Location: Coimbatore

You may, however, be required to work at any place of the company as per the requirement of the business.

Commencement of Employment: Your employment will be effective with us since **July 2nd 2018** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working hours will normally start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you to have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,



www.clustertechnologies.in

info@clustertechnologies.in

May 31th 2018

Employee Reg No: **CT/2018/Reg/Shift-C/068**

To,

Madharasan.Y

EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam

Dear,

We are pleased to inform you that you have been selected for the profile "FTCP" based on the following terms and conditions.

Designation: FTCP

Location: Coimbatore

You may, however, be required to work at any place of the company as per the requirement of the business.

Commencement of Employment: Your employment will be effective with us since **July 2nd 2018** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working hours will normally start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you to have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,



www.clustertechnologies.in

info@clustertechnologies.in

May 31th 2018

Employee Reg No: **CT/2018/Reg/Shift-C/069**

To,

Nirmalraj B

EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam

Dear,

We are pleased to inform you that you have been selected for the profile "FTCP" based on the following terms and conditions.

Designation: FTCP

Location: Coimbatore

You may, however, be required to work at any place of the company as per the requirement of the business.

Commencement of Employment: Your employment will be effective with us since **July 2nd 2018** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working hours will normally start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you to have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,



www.clustertechnologies.in

info@clustertechnologies.in

May 31th 2018

Employee Reg No: **CT/2018/Reg/Shift-C/070**

To,

Venkatramanan G
EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam

Dear,

We are pleased to inform you that you have been selected for the profile "FTCP" based on the following terms and conditions.

Designation: FTCP
Location: Coimbatore

You may, however, be required to work at any place of the company as per the requirement of the business.

Commencement of Employment: Your employment will be effective with us since **July 2nd 2018** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working hours will normally start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you to have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,



May 31th 2018

Employee Reg No: **CT/2018/Reg/Shift-C/071**

To,

Karthick M

EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam

Dear,

We are pleased to inform you that you have been selected for the profile "FTCP" based on the following terms and conditions.

Designation: FTCP

Location: Coimbatore

You may, however, be required to work at any place of the company as per the requirement of the business.

Commencement of Employment: Your employment will be effective with us since **July 2nd 2018** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working hours will normally start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you to have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,



May 31th 2018

Employee Reg No: **CT/2018/Reg/Shift-C/072**

To,

Anvardheen A

EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam

Dear,

We are pleased to inform you that you have been selected for the profile "FTCP" based on the following terms and conditions.

Designation: FTCP

Location: Coimbatore

You may, however, be required to work at any place of the company as per the requirement of the business.

Commencement of Employment: Your employment will be effective with us since **July 2nd 2018** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working hours will normally start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you to have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,



May 31th 2018

Employee Reg No: **CT/2018/Reg/Shift-C/073**

To,

Mukesh A
EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam

Dear,

We are pleased to inform you that you have been selected for the profile "FTCP" based on the following terms and conditions.

Designation: FTCP
Location: Coimbatore

You may, however, be required to work at any place of the company as per the requirement of the business.

Commencement of Employment: Your employment will be effective with us since **July 2nd 2018** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working hours will normally start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you to have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,



May 31th 2018

Employee Reg No: **CT/2018/Reg/Shift-C/074**

To,

Venkadesh B

EGS Pillay Engineering College,
Dept of Mechanical Engineering,
Nagapattinam

Dear,

We are pleased to inform you that you have been selected for the profile "FTCP" based on the following terms and conditions.

Designation: FTCP

Location: Coimbatore

You may, however, be required to work at any place of the company as per the requirement of the business.

Commencement of Employment: Your employment will be effective with us since **July 2nd 2018** onwards.

Salary and Compensation: You will receive the **CTC of 2.2 lakhs per annum** as mentioned in the attached sheet. Tax deduction and other statutory deductions will be made at the source. You will receive the variable amount based on your performance. You shall undergo 12 months of probation period after, you will be eligible for leave, as per the company rules. The leave policy has been attached to the letter for your reference.

Working Hours: The working hours will normally start from Monday and end on Friday. The working hours will be 9 AM to 5 PM. However, you shall be asked to work overtime based on the production requirement.

We congratulate you on your appointment and wish you a long career with us. We assure you to have a great journey and get our full support for your professional growth and development.

Sincerely,

For Cluster Technologies,



www.clustertechnologies.in

info@clustertechnologies.in

Cell : 98424 58564



MODERN BUILDERS

7.B, North Gate East Road, (Near Anna Statue),
Nagapattinam - 611 001
modernooviyan@gmail.com

Rtn.Er. **K.KARTHIKESAN**
Registered Engineer

Date : 28/04/2018

Employee ID: MODERN/NGT/2018/I/09

APPOINTMENT ORDER

Dear Ananth A,

We welcome you to join our organization as Site Engineer on the following terms and conditions:

1. Your employment will be valid from **28th April 2018**.
2. During your employment with us you will be paid **Rs.2.20 LPA**
3. We reserve to cancel this appointment in case of failure to join by 28.04.2018 or any information furnished by you is found to be false.
4. Please bring along with you the following documents at the time of joining:
 - a. **Copy of relevant certificates in support of your date of birth.**
 - b. **Certificates of educational qualifications. [10th , 12th , UG Degree]**
 - c. **Recent passport size photographs.**

Kindly sign the duplicate copy of this letter as a token of your acceptance of the appointment order.

Wishing you the best!

Yours truly,

K. Karthikesan

Rtn.Er.K.Karthikesan
Managing Director



For Your Generation...

Cell : 98424 58564



MODERN BUILDERS

7.B, North Gate East Road, (Near Anna Statue),
Nagapattinam - 611 001
modernooviyan@gmail.com

Rtn.Er. **K.KARTHIKESAN**
Registered Engineer

Date : 28/04/2018

Employee ID: MODERN/NGT/2018/I/10

APPOINTMENT ORDER

Dear **Iyyappan R.**

We welcome you to join our organization as **Site Engineer** on the following terms and conditions:

1. Your employment will be valid from **28th April 2018**.
2. During your employment with us you will be paid **Rs.2.20 LPA**
3. We reserve to cancel this appointment in case of failure to join by 28.04.2018 or any information furnished by you is found to be false.
4. Please bring along with you the following documents at the time of joining:
 - a. **Copy of relevant certificates in support of your date of birth.**
 - b. **Certificates of educational qualifications. [10th, 12th, UG Degree]**
 - c. **Recent passport size photographs.**

Kindly sign the duplicate copy of this letter as a token of your acceptance of the appointment order.

Wishing you the best!

Yours truly,

K. Karthikesan

Rtn.Er.K.Karthikesan
Managing Director



For Your Generation...

Cell : 98424 58564



MODERN BUILDERS

7.B, North Gate East Road, (Near Anna Statue),
Nagapattinam - 611 001
✉ modernnooviyam@gmail.com

Rtn.Er. **K.KARTHIKESAN**
Registered Engineer

Date : 28/04/2018

Employee ID: MODERN/NGT/2018/I/11

APPOINTMENT ORDER

Dear **John Jenistan Raj J,**

We welcome you to join our organization as **Site Engineer** on the following terms and conditions:

1. Your employment will be valid from **28th April 2018**.
2. During your employment with us you will be paid **Rs.2.20 LPA**
3. We reserve to cancel this appointment in case of failure to join by 28.04.2018 or any information furnished by you is found to be false.
4. Please bring along with you the following documents at the time of joining:
 - a. **Copy of relevant certificates in support of your date of birth.**
 - b. **Certificates of educational qualifications. [10th , 12th , UG Degree]**
 - c. **Recent passport size photographs.**

Kindly sign the duplicate copy of this letter as a token of your acceptance of the appointment order.

Wishing you the best!

Yours truly,

K. Karthikesan

Rtn.Er.K.Karthikesan
Managing Director



For Your Generation...

Cell : 98424 58564



MODERN BUILDERS

7.B, North Gate East Road, (Near Anna Statue),
Nagapattinam - 611 001
modernnooviyam@gmail.com

Rtn.Er. **K.KARTHIKESAN**
Registered Engineer

Date : 28/04/2018

Employee ID: MODERN/NGT/2018/I/12

APPOINTMENT ORDER

Dear **Meenatharani K.**

We welcome you to join our organization as **Site Engineer** on the following terms and conditions:

1. Your employment will be valid from **28th April 2018**.
2. During your employment with us you will be paid **Rs.2.20 LPA**
3. We reserve to cancel this appointment in case of failure to join by 28.04.2018 or any information furnished by you is found to be false.
4. Please bring along with you the following documents at the time of joining:
 - a. **Copy of relevant certificates in support of your date of birth.**
 - b. **Certificates of educational qualifications. [10th, 12th, UG Degree]**
 - c. **Recent passport size photographs.**

Kindly sign the duplicate copy of this letter as a token of your acceptance of the appointment order.

Wishing you the best!

Yours truly,

Rtn.Er.K.Karthikesan
Managing Director



For Your Generation...

OFFER OF EMPLOYMENT

VATECH/OFFER/GET/06/04/18/132
06/04/2018

Sneha.A
Department of Civil Engineering,
E G S Pillay Engineering College,
Nagapattinam.

Sub: Offer of Employment

Congratulations!

Dear Sneha.A,

With reference to the interview for the position of "Graduate Engineer Trainee" in our organization, we are happy to inform, that you have been selected for the above position with annual CTC of INR 2.16.

This letter is issued to confirm your employment in our organization on the agreed terms & conditions and the appointment order will be issued on the date of your joining, which will be intimated to you before **30th May 2018**.

Based on organization's needs, you may be posted to various locations / sites across the country / overseas.

Please do find the details of compensation attached as a worksheet. This offer will be valid for 7 days from the date of this offer, and your acceptance should reach us within 7 working days.

This offer letter is issued in duplicate. You are requested to sign in the copy, as your acceptance of our offer and forward this to us.

We look forward to your being a long-term player in the WABAG Dream Team.

With Best Wishes,

Your sincerely,
For VA TECH WABAG Ltd.,



D.CHAKRAVARTHY
HEAD HR - INDIA CLUSTER

Sustainable solutions, for a better life

OFFER OF EMPLOYMENT

VATECH/OFFER/GET/06/04/18/133
06/04/2018

Jaya Bharathi G
Department of Civil Engineering,
E G S Pillay Engineering College,
Nagapattinam.

Sub: Offer of Employment

Congratulations!

Dear Jaya Bharathi G,

With reference to the interview for the position of "Graduate Engineer Trainee" in our organization, we are happy to inform, that you have been selected for the above position with annual CTC of INR 2.16.

This letter is issued to confirm your employment in our organization on the agreed terms & conditions and the appointment order will be issued on the date of your joining, which will be intimated to you before **30th May 2018**.

Based on organization's needs, you may be posted to various locations / sites across the country / overseas.

Please do find the details of compensation attached as a worksheet. This offer will be valid for 7 days from the date of this offer, and your acceptance should reach us within 7 working days.

This offer letter is issued in duplicate. You are requested to sign in the copy, as your acceptance of our offer and forward this to us.

We look forward to your being a long-term player in the WABAG Dream Team.

With Best Wishes,

Your sincerely,
For VA TECH WABAG Ltd.,



D.CHAKRAVARTHY
HEAD HR – INDIA CLUSTER

Sustainable solutions, for a better life

OFFER OF EMPLOYMENT

VATECH/OFFER/GET/06/04/18/134
06/04/2018

Kowsalya S
Department of Civil Engineering,
E G S Pillay Engineering College,
Nagapattinam.

Sub: Offer of Employment

Congratulations!

Dear Kowsalya S,

With reference to the interview for the position of "Graduate Engineer Trainee" in our organization, we are happy to inform, that you have been selected for the above position with annual CTC of INR 2.16.

This letter is issued to confirm your employment in our organization on the agreed terms & conditions and the appointment order will be issued on the date of your joining, which will be intimated to you before **30th May 2018**.

Based on organization's needs, you may be posted to various locations / sites across the country / overseas.

Please do find the details of compensation attached as a worksheet. This offer will be valid for 7 days from the date of this offer, and your acceptance should reach us within 7 working days.

This offer letter is issued in duplicate. You are requested to sign in the copy, as your acceptance of our offer and forward this to us.

We look forward to your being a long-term player in the WABAG Dream Team.

With Best Wishes,

Your sincerely,
For VA TECH WABAG Ltd.,



D.CHAKRAVARTHY
HEAD HR - INDIA CLUSTER

Sustainable solutions, for a better life



VA TECH WABAG LIMITED

CIN : L45205TN1995PLC030231

"WABAG HOUSE"

No. 17, 200 Feet Thoralpakkam - Pallavaram Main
Road, Sunnambu Kolathur, Chennai 600 117,
India.

Board: +91-44-3923 2323

Fax : +91-44-3923 2324

Email: wabag@wabag.in

Web : www.wabag.com

OFFER OF EMPLOYMENT

VATECH/OFFER/GET/06/04/18/135
06/04/2018

R.Ragavan
Department of Civil Engineering,
E G S Pillay Engineering College,
Nagapattinam.

Sub: Offer of Employment

Congratulations!

Dear R.Ragavan,

With reference to the interview for the position of "Graduate Engineer Trainee" in our organization, we are happy to inform, that you have been selected for the above position with annual CTC of INR 2.16.

This letter is issued to confirm your employment in our organization on the agreed terms & conditions and the appointment order will be issued on the date of your joining, which will be intimated to you before **30th May 2018**.

Based on organization's needs, you may be posted to various locations / sites across the country / overseas.


Please do find the details of compensation attached as a worksheet. This offer will be valid for 7 days from the date of this offer, and your acceptance should reach us within 7 working days.

This offer letter is issued in duplicate. You are requested to sign in the copy, as your acceptance of our offer and forward this to us.

We look forward to your being a long-term player in the WABAG Dream Team.

With Best Wishes,

Your sincerely,
For VA TECH WABAG Ltd.,



D.CHAKRAVARTHY
HEAD HR – INDIA CLUSTER

Sustainable solutions, for a better life



PRIVATE & CONFIDENTIAL
ACTHO/HR/2018/1585
06th August, 2018

To,
Mr. Saravanan
150 Kudiyana Street, Radharambur
Nagapattinam, Tamil Nadu.

Dear Saravanan,

Subject: Letter of Appointment

This has reference to the letter of offer of appointment dated 19th July 2018 as Network Engineer-Deployment in our Organization and your acceptance thereof. We are giving below the terms and conditions of your appointment with Atria Convergence Technologies Limited (hereinafter "the Company").

1. Assignment and its Description

You will be responsible for the execution of the various assignments/tasks given to you from time to time and agreed upon as per the KRA's set of your role by your reporting manager. You will at all times abide by the rules and regulations framed from time to time by the Company.

2. Location/ Transferability

You will render services at our Chennai office. You will be reporting to the Team Leader-Deployment. You may be transferred to any other department, subsidiary, associate company or joint venture at any other location at the same terms as outlined in this employment Contract subject to the Company's business requirements. You may be required to report to any Officer of the Company depending on the nature of assignment/ task given to you.

3. Remuneration

Your remuneration on a Cost to Company basis will consist of a fixed component of Rs.2, 15,000/- (Rupees Two Lakh Fifteen Thousand Only) per annum. Details of your remuneration are enclosed as Annexure I to this letter.

4. Probation

You will be on probation for a period of six months from the date of joining. On satisfactory completion of this period, your appointment will be confirmed in writing. In case your performance during the probation period is found unsatisfactory, your probation may, at the sole discretion of the Company, be either extended by a further period not exceeding three months or your services may be terminated by the period not exceeding three months or your services may be terminated by the Company. If, sole discretion of the Company your performance is found

R. Saravanan

10.8.2018

ACTHO/HR/2018/1582
12/07/2018

To,
Mr. M. Abdul basith
No:5, Ramanayakan Tank Street,
Nagapattinam.

Subject: Letter of Offer

Dear Abdul basith,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment**.

The other terms and conditions of appointment are as below:

1. You will be paid salary as per the Annexure 1. The salary and the components thereof have been worked out on the basis of cost to the Company.
2. This offer is contingent upon your joining the services of the Company on or before 18/07/2018.
3. You shall be initially on probation for a period of 6 months and your confirmation thereafter will depend on your performance during the probationary period. You shall continue to be on probation until and unless your services are confirmed in writing.
4. Your services can be terminated by giving one months' notice from either side.
5. You will be initially posted at our **Chennai (LOC1009)** office. However, your services are liable to be transferred to the different locations set up or which will be set up hereafter by the Company. You may also be transferred to Sister, associate or Group companies as per the business requirements of the company.
6. The age of retirement in the company is 60 years and you will retire from the service accordingly.
7. At the time of reporting, you are required to produce the list of documents mentioned in Annexure 2 and complete the required joining formalities.
8. The letter of appointment shall be issued to you on your joining the services of the Company.
9. Before your appointment and during the term of your employment with the company, you voluntarily agree for the company to conduct a back ground check on you.
10. If at any time during your employment, it is known that you have suppressed any material facts or relevant information required to be disclosed by you, company reserve the right to forthwith terminate your employment without notice and without any obligation to pay any remuneration or other dues to you irrespective of the period that you have been employed by the company.
11. If the above terms and conditions are acceptable to you, please sign the duplicate copy of this letter and return to us.

Thanking you,

for Atria Convergence Technologies Limited (LE1001)



Authorized Signatory

Atria Convergence Technologies Ltd.

REGISTERED OFFICE : NO.1, 2nd floor, Indian Express Building, Queens Road, Bangalore - 560 001. Ph: 080-42884288, Fax: 080-42884200

REGIONAL OFFICE : TVH Bellicia Towers, Tower I - 10th Floor, Block No: 94, MRC Nagar, Chennai - 600028, Tamil Nadu, Ph: 40920800

CIN No: U72900KA2000PLC027290

ACTHO/HR/2018/1583
12/07/2018

To,
Mr. S. Manikandan
No:36, Gandhi Nagar,
Thiruvarur.

Subject: Letter of Offer

Dear Manikandan,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment**.

The other terms and conditions of appointment are as below:

1. You will be paid salary as per the Annexure 1. The salary and the components thereof have been worked out on the basis of cost to the Company.
2. This offer is contingent upon your joining the services of the Company on or before **16/07/2018**.
3. You shall be initially on probation for a period of 6 months and your confirmation thereafter will depend on your performance during the probationary period. You shall continue to be on probation until and unless your services are confirmed in writing.
4. Your services can be terminated by giving one months' notice from either side.
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6. The age of retirement in the company is 60 years and you will retire from the service accordingly.
7. At the time of reporting, you are required to produce the list of documents mentioned in Annexure 2 and complete the required joining formalities.
8. The letter of appointment shall be issued to you on your joining the services of the Company.
9. Before your appointment and during the term of your employment with the company, you voluntarily agree for the company to conduct a back ground check on you.
10. If at any time during your employment, it is known that you have suppressed any material facts or relevant information required to be disclosed by you, company reserve the right to forthwith terminate your employment without notice and without any obligation to pay any remuneration or other dues to you irrespective of the period that you have been employed by the company.
11. If the above terms and conditions are acceptable to you, please sign the duplicate copy of this letter and return to us.

Thanking you,

for Atria Convergence Technologies Limited (LE1001)



Authorized Signatory

Atria Convergence Technologies Ltd.

REGISTERED OFFICE : NO.1, 2nd floor, Indian Express Building, Queens Road, Bangalore - 560 001. Ph: 080-42884288, Fax: 080-42884200
REGIONAL OFFICE : TVH Beliciana Towers, Tower I - 10th Floor, Block No: 94, MRC Nagar, Chennai - 600028, Tamil Nadu, Ph: 044-26200200

CIN No: U72900KA2000PLC027290

ACTHO/HR/2018/1584
12/07/2018

To,
Mr. M. A. Mohamed Riswan Ali
No:15, Old Bus stop,
Nagore.

Subject: Letter of Offer

Dear Mohamed Riswan Ali,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment**.

The other terms and conditions of appointment are as below:

1. You will be paid salary as per the Annexure 1. The salary and the components thereof have been worked out on the basis of cost to the Company.
2. This offer is contingent upon your joining the services of the Company on or before **16/07/2018**.
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CIN No: U72900KA2000PLC027290

ACTHO/HR/2018/1585
12/07/2018

To,
Mr. A. Santhakumar
No:3, Kavara Street,
Nagapattinam.

Subject: Letter of Offer

Dear Santhakumar,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment**.

The other terms and conditions of appointment are as below:

1. You will be paid salary as per the Annexure 1. The salary and the components thereof have been worked out on the basis of cost to the Company.
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for **Atria Convergence Technologies Limited (LE1001)**



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CIN No: U72900KA2000PLC027290

ACTHO/HR/2018/1586
12/07/2018

To,
Mr. S. Balasubramanian
No:6, Middle Street,
Karaikal.

Subject: Letter of Offer

Dear Balasubramanian,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment.**

The other terms and conditions of appointment are as below:

1. You will be paid salary as per the Annexure 1. The salary and the components thereof have been worked out on the basis of cost to the Company.
2. This offer is contingent upon your joining the services of the Company on or before **18/07/2018**.
3. You shall be initially on probation for a period of 6 months and your confirmation thereafter will depend on your performance during the probationary period. You shall continue to be on probation until and unless your services are confirmed in writing.
4. Your services can be terminated by giving one months' notice from either side.
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CIN No: U72900KA2000PLC027290

ACTHO/HR/2018/1587
12/07/2018

To,
Mr. B. Kalaiyaran
No: 24, Kallukara Street,
Puthur.

Subject: Letter of Offer

Dear Kalaiyaran,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment**.

The other terms and conditions of appointment are as below:

1. You will be paid salary as per the Annexure 1. The salary and the components thereof have been worked out on the basis of cost to the Company.
2. This offer is contingent upon your joining the services of the Company on or before **10/07/2018**.
3. You shall be initially on probation for a period of 6 months and your confirmation thereafter will depend on your performance during the probationary period. You shall continue to be on probation until and unless your services are confirmed in writing.
4. Your services can be terminated by giving one months' notice from either side.
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CIN No: U72900KA2000PLC027290

ACTHO/HR/2018/1588
12/07/2018

To,
Mr. D. Vimal
No: 10, Thoppukara Street,
Sikkal.

Subject: Letter of Offer

Dear Vimal,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment**.

The other terms and conditions of appointment are as below:

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Thanking you,

for Atria Convergence Technologies Limited (LE1001)



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CIN No: U72900KA2000PLC027290

ACTHO/HR/2018/1589
12/07/2018

To,
Mr. V. Balakumar
No: 26, Kamaraj Nagar,
Sirkazhi.

Subject: Letter of Offer

Dear Balakumar,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment**.

The other terms and conditions of appointment are as below:

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for **Atria Convergence Technologies Limited (LE1001)**



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CIN No: U72900KA2000PLC027290

ACTHO/HR/2018/1590
12/07/2018

To,
Mr. S. Donald Fernandes
No: 17, Anna Salai,
Nagapattinam.

Subject: Letter of Offer

Dear Donald Fernandes,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment**.

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Thanking you,

for Atria Convergence Technologies Limited (LE1001)



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CIN No: U72900KA2000PLC027290

ACTHO/HR/2018/1591
12/07/2018

To,
Mr. M. Jeevaraj
No: 25, Bazar Street,
Vedharanyam.

Subject: Letter of Offer

Dear Jeevaraj,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment.**

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Thanking you,

for Atria Convergence Technologies Limited (LE1001)



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CIN No: U72900KA2000PLC027290

ACTHO/HR/2018/1592
12/07/2018

To,
Mr. P. Santhosh Kumar
No: 18, Nelson Road,
Kilvelur.

Subject: Letter of Offer

Dear Santhosh Kumar,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment**.

The other terms and conditions of appointment are as below:

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Thanking you,

for **Atria Convergence Technologies Limited (LE1001)**



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CIN No: U72900KA2000PLC027290

PRIVATE & CONFIDENTIAL
ACTHO/HR/2018/1935
06th August, 2018

To,
Mr. Vasanth Pannerselvam
1/50, kudiyana street, Radharambur
Nagapattinam, Tamil Nadu
India - 609704

Employee Number: 23632

Dear Vasanth,

Subject: Letter of Appointment

This has reference to the letter of offer of appointment dated 19th July, 2018 as **Network Engineer - Deployment** in our Organization and your acceptance thereof.

We are giving below the terms and conditions of your appointment with Atria Convergence Technologies Limited (hereinafter "the Company").

1. **Assignment and its Description**

You will be responsible for the execution of the various assignments / tasks given to you from time to time and agreed upon as per the KRA's set for your role by your reporting manager. You will, at all times, abide by the rules and regulations framed from time to time by the Company.

2. **Location / Transferability**

You will render services at our **Chennai Office**. You will be reporting to the **Team Leader – Deployment**. You may be transferred to any other department, subsidiary, associate company or joint venture at any other location at the same terms as outlined in this employment Contract subject to the Company's business requirements. You may be required to report to any other Officer of the Company depending on the nature of assignment / task given to you.

You may and will be required from time to time to travel, within and outside India to render services for or on behalf of the Company, and you agree to the same.

3. **Remuneration**

Your remuneration on a Cost to Company basis will consist of a fixed component of **Rs.2,15,000/- (Rupees Two Lakh Fifteen Thousand Only) per annum**. Details of your remuneration are enclosed as Annexure I to this letter.

4. **Probation**

You will be on probation for a period of six months from the date of joining. On satisfactory completion of this period, your appointment will be confirmed in writing. In case your performance during the probation period is found unsatisfactory, your probation may, at the sole discretion of the Company, be either extended by a further period not exceeding three months, or, your services may be terminated by the Company. If, at the sole discretion of the Company, your performance is found

Atria Convergence Technologies Ltd.

P. Vasanth
10.08.2018

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REGIONAL OFFICE : TVH Beliccaa Towers, Tower I - 10th Floor, Block No: 94, MRC Nagar, Chennai - 600028, Tamil Nadu. Ph: 044 - 4092 0000

CIN No: U72900KA2000PLC027290

unsatisfactory at the end of the extended period of probation, if any, your services will be terminated. The total probation period including extension will not exceed nine months. It is understood and agreed that if no letter of extension of probation period is issued the same shall be deemed to have been extended and the probationary period would automatically stand terminated at the end of nine month period from the date of joining unless otherwise confirmed in writing.

5. **Leave**

You will be entitled to leave as per the prevailing Employment Guidelines of the Company, which the Company has a right to amend from time to time.

6. **Intellectual Property Rights**

Any and all intellectual property of any nature whatsoever that you may develop during the course of your employment shall be the property of the Company, and you hereby agree that you shall co-operate fully with the Company in executing all such documents, and taking all such actions as may be necessary, to ensure the title and ownership of the Company to such intellectual property. You hereby waive any and moral rights that you may have in such intellectual property, and agree that the Company may use, adapt or exploit such intellectual property in any manner that the Company may, in its sole discretion, deem fit.

7. **Termination and Consequences Thereof**

During the probationary period, the service may be terminated by either party by giving one month notice, without assigning any reasons whatsoever.

After satisfactory completion of the probationary period, you will be confirmed to the position. Service may be terminated by either party by giving one month notice or salary and fixed allowances (if any) in lieu thereof.

However, in the event you are convicted of any criminal offence or indulge in activities involving moral turpitude or act against the interest of the Company in any manner, you shall be liable to be dismissed forthright after getting an opportunity of being heard.

8. **References**

This appointment is subject to satisfactory references, which we will take up upon receipt of your acceptance of our offer of employment.

9. **Exclusive Employment**

You will not (without the prior written consent of the Company or such of its subsidiaries or associated companies as may be relevant) during your employment, directly or indirectly be interested in, engage in, be concerned with, or provide services to, any other person, company, business entity or other organisation whatsoever (whether as an employee, officer, director, agent, partner, consultant or otherwise) it being the intention of the Company that you will devote your whole time and attention to the service of the Company. Violation of this provision will result in termination of your services.

P. Vaid.
10.08.2012

10. **Conflict of Interest**

Without prejudice to the provision of the aforesaid Clause (12) on "Employment", you agree to declare any and all business interest that you may be interested in, whether or not similar to or in conflict with the business or activities of the Company or its subsidiaries / associated companies, which you may be privy to or associated with in any manner, whether on the date hereof, or at any subsequent time during your employment with the Company.

11. **Restrictions on cessation of contract of employment**

You shall not, within twelve (12) months after the date of termination of your employment with the Company, recruit, solicit, entice, assist or engage in any activity whatsoever that would result in any person then or thereafter employed by the Company or appointed as a representative of the Company, to join you in providing services to or be employed by any business activity in which you may be involved.

12. **Confidentiality**

You agree that your employment terms and conditions are a strictly confidential matter between you and the Company. Any disclosure of your employment terms and conditions to other employees or outside parties constitute a breach of this agreement and may result in disciplinary action. On joining the services of the Company you would be required to sign an agreement with the Company relating to "Confidential Information and Intellectual Property Rights". You will not, either during or after leaving the services of the Company disclose to anyone, any confidential information related to the affairs of the Company.

13. **Non-Competition**

You acknowledge that during the course of your employment with the Company, you will become familiar with the Company's trade secrets and with other confidential information concerning the Company and its associates and related Companies and the customers/suppliers other business affiliates of the Company, its subsidiaries and/or affiliates, and that your services will be of a special, unique and extraordinary value to the Company. You agree that during the Term hereof and for six months thereafter, you shall not directly or indirectly own, manage, control, participate in, consult with, render services for, or engage in any business competing with the businesses of the Company or its associates or related Companies within India. For the purpose of this Agreement, the "businesses of the Company" shall mean ACT or any other business, which the company operates now or will operate in the future. You hereby specifically acknowledge and agree that the covenants and promises of the parties herein contained, and the offer of employment on the terms and conditions hereof, constitute valid and sufficient consideration for your promises and undertakings in this Clause 14.

14. **Personal Information**

The personal information you provide to the Company in connection with your recruitment and subsequent employment will be used for the purpose of administering your employment with the Company. The Company may give out some of this information to other parties authorised or required by law to receive it. We trust that the information provided to the Company at the time of your employment and as required subsequently will be true and accurate. In the event that any of the information provided by you is found to be incorrect, the Company reserves the right to terminate this Agreement.

P. Vaid

12.08.2013

15. Return of Company Property

Upon your retirement, or upon your resignation or on the termination of your services with the Company for any reason whatsoever, or in any event that you are called upon to do so by the Company, you shall also deliver to the Company all company property, equipment and materials (including correspondence, tapes, drawings, notes, plans or other documents of whatsoever nature and all copies thereof) made or compiled or required by you during your employment hereunder and concerning the business, finances or affairs of the Company or any member of the Group Companies.

16. Remedy

Notwithstanding anything to the contrary in this contract, if you breach any provision of this contract, the Company shall have the right, subject to statute, to set-off against any sums the Company owes you the amount of any damages incurred or suffered by the Company as a result of the breach. Any such set-off shall not be presumed to be in full satisfaction of or as liquidated damages for or as a release of any claim or damages against you that may accrue to the Company as a result of the breach.

17. Retirement Age

You will retire from the services of the Company on attaining the age of 60 years. The proof of age shall be the one recorded in the school leaving certificate or birth certificate, as submitted and recorded in the records of the company.

1. This letter constitutes the written terms and conditions governing your contract of employment with the Company. Please, therefore, signify your acceptance of terms contained herein by signing and returning the same to the Human Resources Department, the duplicate hereof in the space indicated therein.
2. The letter of appointment has been issued to you on the premises that the information submitted by you is complete and correct. However on verification either through background check or otherwise, it is found that you have made false declaration or conceals certain information, your services are liable to be terminated without notice or pay in lieu thereof.

For Atria Convergence Technologies Ltd.



Authorised Signatory

I have received a copy of this letter and have read and understood its contents. I accept that the contents of this letter constitute my contract of employment, and the terms and conditions of such employment.

Name: P. VARANTH
Signature: P. Varanth
Date: 10.09.2013

ACTHO/HR/2018/1593
12/07/2018

To,
Mr. S. Yuvaraj
No: 45, Bharathiyar Street,
Kumbakonam.

Subject: Letter of Offer

Dear Yuvaraj,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment**.

The other terms and conditions of appointment are as below:

1. You will be paid salary as per the Annexure 1. The salary and the components thereof have been worked out on the basis of cost to the Company.
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10. If at any time during your employment, it is known that you have suppressed any material facts or relevant information required to be disclosed by you, company reserve the right to forthwith terminate your employment without notice and without any obligation to pay any remuneration or other dues to you irrespective of the period that you have been employed by the company.
11. If the above terms and conditions are acceptable to you, please sign the duplicate copy of this letter and return to us.

Thanking you,

for **Atria Convergence Technologies Limited (LE1001)**



Authorized Signatory

Atria Convergence Technologies Ltd.

REGISTERED OFFICE : NO.1, 2nd floor, Indian Express Building, Queens Road, Bangalore - 560 001. Ph: 080-42884288, Fax: 080-42884200

REGIONAL OFFICE : TVH Beliciana Towers, Tower I - 10th Floor, Block No: 94, MRC Nagar, Chennai - 600028, Tamil Nadu, Ph: 40900000

CIN No: U72900KA2000PLC027290

ACTHO/HR/2018/1581
12/07/2018

To,
Mr. Elanchezhiyan Elangovan
No:32, Chetti Street, Melaayanarkudi, 120nakkambadi, Kuttalam
nagapatimnam, Tamil Nadu
India - 612203

Subject: Letter of Offer

Dear **Elanchezhlyan**,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment**.

The other terms and conditions of appointment are as below:

1. You will be paid salary as per the Annexure 1. The salary and the components thereof have been worked out on the basis of cost to the Company.
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for **Atria Convergence Technologies Limited (LE1001)**



Authorized Signatory

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CIN No: U72900KA2000PLC027290

Annexure 1

Components	In Rupees per Month	In Rupees per Annum
Basic	9854	118248
Advance Statutory Bonus	1971	23652
House Rent Allowance	3051	36612
Field & Mobile Allowance	1000	12000
Child Education Allowance	100	1200
Total Gross	15976	191712
PF - Employer Contribution	1182	14184
ESIC - Employer Contribution	759	9108
Total CTC	17917	215000

*All components are subject to the applicable taxation norms for the Financial Year

Annexure 2

List of Documents required on your date of joining:

- Proof of Date of Birth
- Copy of Educational Certificates
- Copy of Passport (If available)
- Copy of PAN Card or Government approved Photo ID Proof (2 numbers)
- Copy of Address Proof
- Previous Employments Details (service certificate and relieving letter etc.)
- Last Pay Slip
- Passport sized photographs (5 numbers)

Endorsement

I have gone through the letter of offer and have read and understood the terms and mentioned herein. I agree to abide by the same and I further agree to join your organization on _____.

Signature of Candidate:

Date:

Atria Convergence Technologies Ltd.

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CIN No: U72900KA2000PLC027290

ACTHO/HR/2018/1594
12/07/2018

To,
Mr. C. Hariharasuthan
No: 18, Mullai Street,
Needamangalam.

Subject: Letter of Offer

Dear Hariharasuthan,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment**.

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Thanking you,

for Atria Convergence Technologies Limited (LE1001)



Authorized Signatory

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CIN No: U72900KA2000PLC027290

ACTHO/HR/2018/1595
12/07/2018

To,
Mr. S. Kandhavelu
No: 25, Sivan Mela Veedhi,
Nagapattinam.

Subject: Letter of Offer

Dear Kandhavelu,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment**.

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CIN No: U72900KA2000PLC027290

ACTHO/HR/2018/1596
12/07/2018

To,
Mr. M. Sabiyudeen
No: 19, Nanayakara Street,
Nagapattinam.

Subject: Letter of Offer

Dear Sabiyudeen,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment**.

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CIN No: U72900KA2000PLC027290

ACTHO/HR/2018/1597
12/07/2018

To,
Mr. K. Shanmuga Sundaram
No: 12, Pillayar Kovil Street,
Thiruvarur.

Subject: Letter of Offer

Dear Shanmuga Sundaram,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment**.

The other terms and conditions of appointment are as below:

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for **Atria Convergence Technologies Limited (LE1001)**



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CIN No: U72900KA2000PLC027290

ACTHO/HR/2018/1598
12/07/2018

To,
Mr. S. Shiyam Ganesh
No: 17, Vedhanayagam Street,
Nagore.

Subject: Letter of Offer

Dear Shiyam Ganesh,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment**.

The other terms and conditions of appointment are as below:

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for **Atria Convergence Technologies Limited (LE1001)**



Authorized Signatory

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CIN No: U72900KA2000PLC027290

ACTHO/HR/2018/1599
12/07/2018

To,
Mr. N. Srivarsan
No: 30, Permal Kovil Street,
Nagapattinam.

Subject: Letter of Offer

Dear Srivarsan,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment**.

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CIN No: U72900KA2000PLC027290

ACTHO/HR/2018/1600
12/07/2018

To,
Mr. A. Udayvasu
No: 15, Keeraikara Street,
Nagapattinam.

Subject: Letter of Offer

Dear Udayvasu,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment**.

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CIN No: U72900KA2000PLC027290

ACTHO/HR/2018/1601
12/07/2018

To,
Mr. P. Varatharajan
No: 10, Maraimalai Nagar,
Karaikal.

Subject: Letter of Offer

Dear Varatharajan,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment**.

The other terms and conditions of appointment are as below:

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CIN No: U72900KA2000PLC027290

ACTHO/HR/2018/1602
12/07/2018

To,
Mr. K. Yogesh
No: 13, Ramji Nagar,
Nagapattinam.

Subject: Letter of Offer

Dear Yogesh,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment**.

The other terms and conditions of appointment are as below:

1. You will be paid salary as per the Annexure 1. The salary and the components thereof have been worked out on the basis of cost to the Company.
2. This offer is contingent upon your joining the services of the Company on or before **16/07/2018**.
3. You shall be initially on probation for a period of 6 months and your confirmation thereafter will depend on your performance during the probationary period. You shall continue to be on probation until and unless your services are confirmed in writing.
4. Your services can be terminated by giving one month's notice from either side.
5. You will be initially posted at our **Chennai (LOC1009)** office. However, your services are liable to be transferred to the different locations set up or which will be set up hereafter by the Company. You may also be transferred to Sister, associate or Group companies as per the business requirements of the company.
6. The age of retirement in the company is 60 years and you will retire from the service accordingly.
7. At the time of reporting, you are required to produce the list of documents mentioned in Annexure 2 and complete the required joining formalities.
8. The letter of appointment shall be issued to you on your joining the services of the Company.
9. Before your appointment and during the term of your employment with the company, you voluntarily agree for the company to conduct a back ground check on you.
10. If at any time during your employment, it is known that you have suppressed any material facts or relevant information required to be disclosed by you, company reserve the right to forthwith terminate your employment without notice and without any obligation to pay any remuneration or other dues to you irrespective of the period that you have been employed by the company.
11. If the above terms and conditions are acceptable to you, please sign the duplicate copy of this letter and return to us.

Thanking you,

for **Atria Convergence Technologies Limited (LE1001)**



Authorized Signatory

Atria Convergence Technologies Ltd.

REGISTERED OFFICE : NO.1, 2nd floor, Indian Express Building, Queens Road, Bangalore - 560 001. Ph: 080-42884288, Fax: 080-42884200

REGIONAL OFFICE : TVH Beliciana Towers, Tower I - 10th Floor, Block No: 94, MRC Nagar, Chennai - 600028, Tamil Nadu, Ph: 40920000

CIN No: U72900KA2000PLC027290

ACTHO/HR/2018/1603
12/07/2018

To,
Mr. G. Yokeshwaran
No: 19, Kumaran Kovil Street,
T.R Pattinam.

Subject: Letter of Offer

Dear Yokeshwaran,

This refers to the discussion that we have had regarding your employment with us. We are pleased to offer you an opportunity to be associated with our company as **Network Engineer - Deployment**.

The other terms and conditions of appointment are as below:

1. You will be paid salary as per the Annexure 1. The salary and the components thereof have been worked out on the basis of cost to the Company.
2. This offer is contingent upon your joining the services of the Company on or before **16/07/2018**.
3. You shall be initially on probation for a period of 6 months and your confirmation thereafter will depend on your performance during the probationary period. You shall continue to be on probation until and unless your services are confirmed in writing.
4. Your services can be terminated by giving one months' notice from either side.
5. You will be initially posted at our **Chennai (LOC1009)** office. However, your services are liable to be transferred to the different locations set up or which will be set up hereafter by the Company. You may also be transferred to Sister, associate or Group companies as per the business requirements of the company.
6. The age of retirement in the company is 60 years and you will retire from the service accordingly.
7. At the time of reporting, you are required to produce the list of documents mentioned in Annexure 2 and complete the required joining formalities.
8. The letter of appointment shall be issued to you on your joining the services of the Company.
9. Before your appointment and during the term of your employment with the company, you voluntarily agree for the company to conduct a back ground check on you.
10. If at any time during your employment, it is known that you have suppressed any material facts or relevant information required to be disclosed by you, company reserve the right to forthwith terminate your employment without notice and without any obligation to pay any remuneration or other dues to you irrespective of the period that you have been employed by the company.
11. If the above terms and conditions are acceptable to you, please sign the duplicate copy of this letter and return to us.

Thanking you,

for **Atria Convergence Technologies Limited (LE1001)**



Authorized Signatory

Atria Convergence Technologies Ltd.

REGISTERED OFFICE : NO.1, 2nd floor, Indian Express Building, Queens Road, Bangalore - 560 001. Ph: 080-42884288, Fax: 080-42884200

REGIONAL OFFICE : TVH Bellicia Towers, Tower I - 10th Floor, Block No: 94, MRC Nagar, Chennai - 600028, Tamil Nadu, Ph: 044-40920000

CIN No: U72900KA2000PLC027290

APPOINTMENT ORDER

To: **Dhilipkumar K**

Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **Dhilipkumar K**,

We are confirming that you have been appointed in our organization as a **Jr. HVAC** trainee with effect from 14th May 2018 on the following terms and conditions:

1. **Commencement of Employment** : Your employment will be effective, as of 14th May 2018 onwards
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/- (Rupees Eighteen Thousand Five Hundred and Sixty Only Per Month)** your detailed salary and other benefits will be as set out in Schedule I.
4. **Hours of Work**: The normal working days are Monday to Saturday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company.
5. **Leave/ Holidays**: a) you are entitled to casual leave of 12 days. b) You are entitled to 2 working days of paid sick leave and c) The Company shall notify a list of declared holidays in the beginning of each year.
6. **Nature of Duties**: You will perform to the best of your ability all the duties which are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.
7. **Company property**: You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and

- shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.
8. **Termination:** Your appointment can be terminated by the Company, without any reason, by giving you not less than two months' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary. You may terminate your employment with the Company, without any cause, by giving not less than three months' prior notice or salary for unsaved period. The Company reserves the right to terminate your employment without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company. On the termination of your employment for whatever reason, you will return to the Company all property, documents and paper, both original and copies thereof, including any samples; literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business for additional hours depending on your responsibilities.
9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to work with you.

Regards



Authorized Signatory
For Cluster Wings



SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **Nagulan P**

- Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **Nagulan P**,

We are confirming that you have been appointed in our organization as a **Jr. HVAC** trainee with effect from 14th May 2018 on the following terms and conditions:

1. **Commencement of Employment** : Your employment will be effective, as of 14th May 2018 onwards
2. **Job title:** Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/- (Rupees Eighteen Thousand Five Hundred and Sixty Only Per Month)** your detailed salary and other benefits will be as set out in Schedule I.
4. **Hours of Work:** The normal working days are Monday to Saturday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company.
5. **Leave/ Holidays:** a) you are entitled to casual leave of 12 days. b) You are entitled to 2 working days of paid sick leave and c) The Company shall notify a list of declared holidays in the beginning of each year.
6. **Nature of Duties:** You will perform to the best of your ability all the duties which are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.
7. **Company property:** You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and

shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

8. **Termination:** Your appointment can be terminated by the Company, without any reason, by giving you not less than two months' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary. You may terminate your employment with the Company, without any cause, by giving not less than three months' prior notice or salary for unsaved period, The Company reserves the right to terminate your employment without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company. On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business for additional hours depending on your responsibilities.
9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to work with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I -COMPENSATIONDETAILS**SALARY STRUCTURE**

Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **Veerapathiran S**
Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **Veerapathiran S**,

We are confirming that you have been appointed in our organization as a **Jr. HVAC** trainee with effect from 14th May.2018 on the following terms and conditions:

1. **Commencement of Employment** : Your employment will be effective, as of 14th May 2018 onwards
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/-(Rupees Eighteen Thousand Five Hundred and Sixty Only Per Month)** your detailed salary and other benefits will be as set out in Schedule 1.
4. **Hours of Work**: The normal working days are Monday to ~~Saturday~~. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company.
5. **Leave/ Holidays**: a) you are entitled to casual leave of 12 days. b) You are entitled to 2 working days of paid sick leave and c) The Company shall notify a list of declared holidays in the beginning of each year.
6. **Nature of Duties**: You will perform to the best of your ability all the duties which are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.
7. **Company property**: You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and

shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

8. **Termination:** Your appointment can be terminated by the Company, without any reason, by giving you not less than two months' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary. You may terminate your employment with the Company, without any cause, by giving not less than three months' prior notice or salary for unsaved period, The Company reserves the right to terminate your employment without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company. On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business for additional hours depending on your responsibilities.
9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to work with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: Akash Kumar P
Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear Akash Kumar P,

We are confirming that you have been appointed in our organization as a **Jr. HVAC** trainee with effect from 14th May 2018 on the following terms and conditions:

1. **Commencement of Employment** : Your employment will be effective, as of 14th May 2018 onwards
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/- (Rupees Eighteen Thousand Five Hundred and Sixty Only Per Month)** your detailed salary and other benefits will be as set out in Schedule 1.
4. **Hours of Work**: The normal working days are Monday to Saturday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company.
5. **Leave/ Holidays**: a) you are entitled to casual leave of 12 days. b) You are entitled to 2 working days of paid sick leave and c) The Company shall notify a list of declared holidays in the beginning of each year.
6. **Nature of Duties**: You will perform to the best of your ability all the duties which are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.
7. **Company property**: You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and

shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

8. **Termination:** Your appointment can be terminated by the Company, without any reason, by giving you not less than two months' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary. You may terminate your employment with the Company, without any cause, by giving not less than three months' prior notice or salary for unsaved period, The Company reserves the right to terminate your employment without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company. On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business for additional hours depending on your responsibilities.
9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to work with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **Manoj R**
Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **Manoj R**,

We are confirming that you have been appointed in our organization as a **Jr. HVAC** trainee with effect from 14th May 2018 on the following terms and conditions:

1. **Commencement of Employment** : Your employment will be effective, as of 14th May 2018 onwards
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/- (Rupees Eighteen Thousand Five Hundred and Sixty Only Per Month)** your detailed salary and other benefits will be as set out in Schedule I.
4. **Hours of Work**: The normal working days are Monday to Saturday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company.
5. **Leave/ Holidays**: a) you are entitled to casual leave of 12 days. b) You are entitled to 2 working days of paid sick leave and c) The Company shall notify a list of declared holidays in the beginning of each year.
6. **Nature of Duties**: You will perform to the best of your ability all the duties which are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.
7. **Company property**: You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and

- shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.
8. **Termination:** Your appointment can be terminated by the Company, without any reason, by giving you not less than two months' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary. You may terminate your employment with the Company, without any cause, by giving not less than three months' prior notice or salary for unsaved period, The Company reserves the right to terminate your employment without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company. On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business for additional hours depending on your responsibilities.
9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to work with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **Mohamed Sitiq A**
Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **Mohamed Sitiq A**,

We are confirming that you have been appointed in our organization as a **Jr. HVAC** trainee with effect from 14th May 2018 on the following terms and conditions:

1. **Commencement of Employment** : Your employment will be effective, as of 14th May 2018 onwards
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/- (Rupees Eighteen Thousand Five Hundred and Sixty Only Per Month)** your detailed salary and other benefits will be as set out in Schedule I.
4. **Hours of Work**: The normal working days are Monday to Saturday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company.
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shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

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9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to work with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **Praveenraj K**
Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **Praveenraj K**,

We are confirming that you have been appointed in our organization as a **Jr. HVAC** trainee with effect from 14th May 2018 on the following terms and conditions:

1. **Commencement of Employment** : Your employment will be effective, as of 14th May 2018 onwards
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/- (Rupees Eighteen Thousand Five Hundred and Sixty Only Per Month)** your detailed salary and other benefits will be as set out in Schedule I.
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shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

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9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to work with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **Ramprasath A**
Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **Ramprasath A,**

We are confirming that you have been appointed in our organization as a **Jr. HVAC** trainee with effect from 14th May 2018 on the following terms and conditions:

1. **Commencement of Employment** : Your employment will be effective, as of 14th May 2018 onwards
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/- (Rupees Eighteen Thousand Five Hundred and Sixty Only Per Month)** your detailed salary and other benefits will be as set out in Schedule 1.
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9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to work with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **Raju P**
Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **Raju P**,

We are confirming that you have been appointed in our organization as a **Jr. HVAC** trainee with effect from 14th May 2018 on the following terms and conditions:

1. **Commencement of Employment** : Your employment will be effective, as of 14th May 2018 onwards
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/- (Rupees Eighteen Thousand Five Hundred and Sixty Only Per Month)** your detailed salary and other benefits will be as set out in Schedule 1.
4. **Hours of Work**: The normal working days are Monday to ~~Saturday~~. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company.
5. **Leave/ Holidays**: a) you are entitled to casual leave of 12 days. b) You are entitled to 2 working days of paid sick leave and c) The Company shall notify a list of declared holidays in the beginning of each year.
6. **Nature of Duties**: You will perform to the best of your ability all the duties which are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.
7. **Company property**: You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and

shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

8. **Termination:** Your appointment can be terminated by the Company, without any reason, by giving you not less than two months' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary. You may terminate your employment with the Company, without any cause, by giving not less than three months' prior notice or salary for unsaved period. The Company reserves the right to terminate your employment without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company. On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business for additional hours depending on your responsibilities.
9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to work with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **Jijin J J**

Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **Jijin J J**,

We are confirming that you have been appointed in our organization as a **Jr. HVAC** trainee with effect from 14th May 2018 on the following terms and conditions:

1. **Commencement of Employment** : Your employment will be effective, as of 14th May 2018 onwards
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/- (Rupees Eighteen Thousand Five Hundred and Sixty Only Per Month)** your detailed salary and other benefits will be as set out in Schedule I.
4. **Hours of Work**: The normal working days are Monday to ~~Saturday~~. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company.
5. **Leave/ Holidays**: a) you are entitled to casual leave of 12 days. b) You are entitled to 2 working days of paid sick leave and c) The Company shall notify a list of declared holidays in the beginning of each year.
6. **Nature of Duties**: You will perform to the best of your ability all the duties which are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.
7. **Company property**: You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and

shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

8. **Termination:** Your appointment can be terminated by the Company, without any reason, by giving you not less than two months' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary. You may terminate your employment with the Company, without any cause, by giving not less than three months' prior notice or salary for unsaved period, The Company reserves the right to terminate your employment without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company. On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business for additional hours depending on your responsibilities.
9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to work with you.

Regards



Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Compensation Elements	Per Month
Basic Salary	9,000
House rent allowance	4,000
Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.

APPOINTMENT ORDER

To: **Praveenraj A**
Dept of Mechanical Engineering,
EGS Pillay Engineering College,
Nagapattinam.

Sub: Appointment for post of Jr. HVAC trainee

Dear **Praveenraj A**,

We are confirming that you have been appointed in our organization as a **Jr. HVAC** trainee with effect from 14th May 2018 on the following terms and conditions:

1. **Commencement of Employment** : Your employment will be effective, as of 14th May 2018 onwards
2. **Job title**: Your job title will be **Jr. HVAC** trainee,
3. Your Salary details are: **Total Gross Salary Rs.18560/- (Rupees Eighteen Thousand Five Hundred and Sixty Only Per Month)** your detailed salary and other benefits will be as set out in Schedule I.
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8. **Termination:** Your appointment can be terminated by the Company, without any reason, by giving you not less than two months' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary. You may terminate your employment with the Company, without any cause, by giving not less than three months' prior notice or salary for unsaved period, The Company reserves the right to terminate your employment without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company. On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business for additional hours depending on your responsibilities.
9. **Acceptance of our offer:** Please confirm your acceptance of this **Contract of Employment** by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to work with you.

Regards

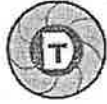


Authorized Signatory
For Cluster Wings

SCHEDULE I - COMPENSATION DETAILS**SALARY STRUCTURE**

Compensation Elements	Per Month
Basic Salary	9,000
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Other allowance	4,000
PF Contribution	960
Telephone reimbursement	600
Total	18,560

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to and after, deduction of tax at source in accordance with applicable law.



DEE TECH PROJECTS PVT. LTD

No 129, 2nd Floor, Aani Street, Chinmaya Nagar, Chennai-600092.

Telephone : +914442611659/24793018

Email: info@deetechprojects.com Web: www.deetechprojects.com

REF: SUR.008/FEB2018

APPOINTMENT ORDER

14.02.2018

Dear Ms. Sujitha,

Upon reviewing your application and interviewing you in person we are very pleased to appoint you as **LAYOUT DESIGNER** for our institution in Chennai as of July 25, 2018, with an annual salary of **Rs. 2,10,000** excluding benefits and other compensation. Out of 'N' number of candidates that applied for this job your skills stood out as exactly what this company needs to succeed.

The conditions of your appointment are included within your employee guide. If you wish to accept the enclosed conditions and this job please sign and date this letter below and return it to us by **12.06.2018**.

If you no longer wish to accept this job please let us know as soon as possible so we can find someone else to fill the position. If we do not receive a response from you by 14.06.2018, we will assume you are no longer interested in this job and this offer will automatically be withdrawn.

If you have any questions or concerns regarding the enclosed terms and conditions or anything related to your new position please do not hesitate to contact us as soon as possible to discuss them further. Looking forward to working with you.

Sincerely,


Mr. Rajesh Kanna
Head-HR DEE TECH



Signature of the candidate: Sujitha

Date: 26/02/2018



GODB

Trainer T&P <trainer@egspec.org>

Fwd: GODB offer

2 messages

Janani vivekanandan <jananivivekanandan97@gmail.com>
To: trainer@egspec.org

Tue, Feb 18, 2020 at 10:34 PM

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

From: Radha <radha@godbtech.com>
Date: Wed 4 Oct, 2017, 7:54 PM
Subject: GODB offer
To: <jananivivekanandan97@gmail.com>
Cc: <anthony@datazoic.com>

Dear Janani

Congratulations !!! we are glad to offer you appointment under the following terms and conditions

You will be under training for a period of 5 to 6 months. You would be expected to join after Pongal Holidays. I shall revert with exact date before first week of January 2018. The Salary during the Training period will be Rs 12,000/-

Of course you would be given the required leave for getting back to the campus for finishing their curriculum activities in April or May 2018 .

After the successful training and completion of the graduation you would be converted as a regular Software Engineer Trainee on the rolls of the company in July/August,2017 based on the performance during the training period. After the conversion of the trainees as regular employees all the students have to deposit the original Degree Certificate/Provisional Certificate with the company for two years and it would be returned exactly after two years from the date of conversion as a regular employee.

The salary would be Rs. 17500/- after the conversion as regular employee. You would be on probation for six months and they would be confirmed as a regular employee with additional benefit such as Mediclaim policy for self and dependant family members, Privilege leave which can be encashed.

Pls send us a confirmation of acceptance of the above mentioned terms and conditions, so that I can go ahead with the appointment order.

Regards
Radha V

044-43997744/7871143224



CI / 2018-2019 / 1767

ILM/F/44/2.3

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Ramya.N

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during April /May /June 2018. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



CI / 2018-2019 / 1767

ILM/F/44/2.3

b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:**

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

FinancialGrowth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)**CTC-Cost to the Company per Month** from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)

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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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ILM/F/44/2.3

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on 080-42181313 /26601313/26606816.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI / 2018-2019 / 1767

ILM/F/44/2.3

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



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ILM/F/44/2.3

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Aravinth R

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during April /May /June 2018. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



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ILM/F/44/2.3

b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:**

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* → *Zone Head* → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give you a cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay a huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)

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ILM/F/44/2.3

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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ILM/F/44/2.3

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
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5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 / 26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



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ILM/F/44/2.3

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



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ILM/F/44/2.3

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Aravinth K

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

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CI / 2018-2019 / 1769

ILM/F/44/2.3

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Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)

Page 2 of 5



CI / 2018-2019 / 1769

ILM/F/44/2.3

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

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CI/2018-2019/1769

ILM/F/44/2.3

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

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The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



CI / 2018-2019 / 1769

ILM/F/44/2.3

Annexure - 1			
CTC Breakup			
CTC	17500		
Breakup of the Compensation		Deductions	
Basic + VDA	14041	Professional Tax	200
Bonus	1276	ESI Contribution	115
Special Allowance	0	PF Contribution (Savings)	1685
Performance Based Incentives *	0		
Additional Mandatory Incentives **	0	ILM's Contribution	
Gross Earnings (1)	15317	ESI Contribution	498
		PF Contribution (Savings)	1685
		Total (2)	2183
Take Home	13317	Total CTC (1) + (2)	17500
Note:			
1. You will be provided free standard outstation accommodation at your place of posting.			
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).			
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)			
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)			



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ILM/F/44/2.3

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Jagan R

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during April /May /June 2018. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



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b) Academic and Career Growth:

- 1) ILM'S EDUCATE INDIA PROGRAM: During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

FinancialGrowth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)CTC-Cost to the Company per Month from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)



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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 / 26601313 / 26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



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ILM/F/44/2.3

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



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ILM/F/44/2.3

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Kathamuthu S

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during April /May /June 2018. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



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ILM/F/44/2.3

b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:**

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (Rupees Seventeen Thousand Five Hundred only) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)



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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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ILM/F/44/2.3

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



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ILM/F/44/2.3

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



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ILM/F/44/2.3

ILM'S Educate India (IEI)

APPOINTMENT ORDER

**To,
Manoj N**

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during April /May /June 2018. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



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ILM/F/44/2.3

b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you 'in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:**

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

FinancialGrowth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)**CTC-Cost to the Company per Month** from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)

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ILM/F/44/2.3

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 / 26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



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ILM/F/44/2.3

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



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ILM/F/44/2.3

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Mohana Sundar K

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a “Professional Faculty – Communicative English” under ILM’S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during April /May /June 2018. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., (Candidates can also opt to stay on their own during the training at their own cost).
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



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ILM/F/44/2.3

b) Academic and Career Growth:

1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.

2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM** the Following is the career growth path in ILM:

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)

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ILM/F/44/2.3

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

- 1: During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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ILM/F/44/2.3

4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 / 26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



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ILM/F/44/2.3

Annexure - 1			
CTC Breakup			
CTC	17500		
Breakup of the Compensation		Deductions	
Basic + VDA	14041	Professional Tax	200
Bonus	1276	ESI Contribution	115
Special Allowance	0	PF Contribution (Savings)	1685
Performance Based Incentives *	0		
Additional Mandatory Incentives **	0	ILM's Contribution	
Gross Earnings (1)	15317	ESI Contribution	498
		PF Contribution (Savings)	1685
		Total (2)	2183
Take Home	13317	Total CTC (1) + (2)	17500
Note:			
1. You will be provided free standard outstation accommodation at your place of posting.			
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).			
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)			
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)			



CI / 2018-2019 / 1774

ILM/F/44/2.3

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Balakumaran.B

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during April /May /June 2018. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



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ILM/F/44/2.3

b) Academic and Career Growth:

1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.

2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:**

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give you a cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay a huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (Rupees Seventeen Thousand Five Hundred only) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)

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ILM/F/44/2.3

2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10" standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 / 26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



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Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



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ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Udhayanithi B

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during April /May /June 2018. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



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b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:**

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (Rupees Seventeen Thousand Five Hundred only) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)



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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

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With Best Wishes

Sanjay Subramanya T
Director-Administration



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Annexure - 1	
CTC Breakup	
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Breakup of the Compensation	
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ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Vathani K

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

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- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



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b) Academic and Career Growth:

1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.

2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:**

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

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Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)**CTC-Cost to the Company per Month** from the date of your reporting to the school.(See Annexure-1-CTC Breakup)

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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
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3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
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The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



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Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
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Total (2)	2183
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3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states. (Between ₹ 2000/- & ₹ 3000/- per month)	



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ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Udhaya Balan M

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

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- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



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b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:**

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Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)

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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

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With Best Wishes

Sanjay Subramanya T
Director-Administration



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Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
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Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
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Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
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2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



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ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Abinaya.M

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a “**Professional Faculty – Communicative English**” under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

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- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



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b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
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FinancialGrowth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)CTC-Cost to the Company per Month from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)

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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

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Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
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ILM/F/44/2.3

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With Best Wishes

Sanjay Subramanya T
Director-Administration



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Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
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ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Elavarasi .M

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a “**Professional Faculty – Communicative English**” under ILM’S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

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b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:**

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)**CTC-Cost to the Company per Month** from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)

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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



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Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



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ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Meenakshi.R

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during April /May /June 2018. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



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b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
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Financial Growth.

Part-1

1. You will be paid ` 17,500/- (Rupees Seventeen Thousand Five Hundred only) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)



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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

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With Best Wishes

Sanjay Subramanya T
Director-Administration



Annexure - 1	
CTC Breakup	
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Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
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Additional Mandatory Incentives **	0
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Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
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3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states. (Between ₹ 2000/- & ₹ 3000/- per month)	



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ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Akshaya.S

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

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b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:**

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader*¹ →
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Personal Growth

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Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)



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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
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Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
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3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

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With Best Wishes

Sanjay Subramanya T
Director-Administration



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Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
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4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



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ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
K.Aravind

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a “Professional Faculty – Communicative English” under ILM’S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during April /May /June 2018. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., (Candidates can also opt to stay on their own during the training at their own cost).
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b) Academic and Career Growth:

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Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)

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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

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Our Requirements

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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

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With Best Wishes

Sanjay Subramanya T
Director-Administration



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Annexure - 1			
CTC Breakup			
CTC	17500		
Breakup of the Compensation		Deductions	
Basic + VDA	14041	Professional Tax	200
Bonus	1276	ESI Contribution	115
Special Allowance	0	PF Contribution (Savings)	1685
Performance Based Incentives *	0		
Additional Mandatory Incentives **	0	ILM's Contribution	
Gross Earnings (1)	15317	ESI Contribution	498
		PF Contribution (Savings)	1685
		Total (2)	2183
Take Home	13317	Total CTC (1) + (2)	17500
Note:			
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ILM/F/44/2.3

ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Kalyankumar.S

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a “**Professional Faculty – Communicative English**” under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

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ILM/F/44/2.3

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Part-1

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With Best Wishes

Sanjay Subramanya T
Director-Administration



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ILM/F/44/2.3

Annexure - 1	
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Breakup of the Compensation	
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Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



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ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Amreshpriyan G

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during April /May /June 2018. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



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b) Academic and Career Growth:

1) ILM'S EDUCATE INDIA PROGRAM: During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.

2) Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (Rupees Seventeen Thousand Five Hundred only) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)

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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10" standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on 080-42181313 /26601313/26606816.

With Best Wishes

Sanjay Subramanya T
Director-Administration

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Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



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ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Rajesh R

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

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- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



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b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:**

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Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)

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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



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Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
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Special Allowance	0
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ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Dharani.J

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

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- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



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b) Academic and Career Growth:

1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.

2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:**

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Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)

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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
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Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

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With Best Wishes

Sanjay Subramanya T
Director-Administration



Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
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Additional Mandatory Incentives **	0
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Note:	
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ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Vanmathi.T

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

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b) Academic and Career Growth:

1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.

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FinancialGrowth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)CTC-Cost to the Company per Month from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)



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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
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Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

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With Best Wishes

Sanjay Subramanya T
Director-Administration



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Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
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ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Vedhavalli.M

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

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FinancialGrowth

Part-1

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1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
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3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



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Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



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ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Prakash K

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a “**Professional Faculty – Communicative English**” under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during April /May /June 2018. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



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b) Academic and Career Growth:

- 1) ILM'S EDUCATE INDIA PROGRAM: During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (Rupees Seventeen Thousand Five Hundred only) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)



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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of “Campus Guide (P) Ltd”.

Please enclose the following documents

1. Your recent passport size photograph (2nos).
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3. Verification Form (Annexure-2).
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The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



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Annexure - 1			
CTC Breakup			
CTC	17500		
Breakup of the Compensation		Deductions	
Basic + VDA	14041	Professional Tax	200
Bonus	1276	ESI Contribution	115
Special Allowance	0	PF Contribution (Savings)	1685
Performance Based Incentives *	0		
Additional Mandatory Incentives **	0	ILM's Contribution	
Gross Earnings (1)	15317	ESI Contribution	498
		PF Contribution (Savings)	1685
		Total (2)	2183
Take Home	13317	Total CTC (1) + (2)	17500
Note:			
1. You will be provided free standard outstation accommodation at your place of posting.			
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).			
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)			
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)			



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ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Priyadharshini B

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

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- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



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b) Academic and Career Growth:

- 1) ILM'S EDUCATE INDIA PROGRAM: During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:

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Financial Growth

Part-1

1. You will be paid ` 17,500/- (Rupees Seventeen Thousand Five Hundred only) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)



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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. **(Candidates can also opt to stay on their own at their own cost.)**

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



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Annexure - 1			
CTC Breakup			
CTC	17500		
Breakup of the Compensation		Deductions	
Basic + VDA	14041	Professional Tax	200
Bonus	1276	ESI Contribution	115
Special Allowance	0	PF Contribution (Savings)	1685
Performance Based Incentives *	0		
Additional Mandatory Incentives **	0	ILM's Contribution	
Gross Earnings (1)	15317	ESI Contribution	498
		PF Contribution (Savings)	1685
		Total (2)	2183
Take Home	13317	Total CTC (1) + (2)	17500
Note:			
1. You will be provided free standard outstation accommodation at your place of posting.			
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3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)			
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)			



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ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Shanmugam R

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during April /May /June 2018. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



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b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:**

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give you a cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay a huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)



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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

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With Best Wishes

Sanjay Subramanya T
Director-Administration



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Annexure - 1			
CTC Breakup			
CTC	17500		
Breakup of the Compensation		Deductions	
Basic + VDA	14041	Professional Tax	200
Bonus	1276	ESI Contribution	115
Special Allowance	0	PF Contribution (Savings)	1685
Performance Based Incentives *	0		
Additional Mandatory Incentives **	0	ILM's Contribution	
Gross Earnings (1)	15317	ESI Contribution	498
		PF Contribution (Savings)	1685
		Total (2)	2183
Take Home	13317	Total CTC (1) + (2)	17500
Note:			
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3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)			
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ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Sowmiya .R

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

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b) Academic and Career Growth:

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2) Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:

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Financial Growth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)



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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. **(Candidates can also opt to stay on their own at their own cost.)**

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
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Our Requirements

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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of “Campus Guide (P) Ltd”.

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With Best Wishes

Sanjay Subramanya T
Director-Administration



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Annexure - 1			
CTC Breakup			
CTC	17500		
Breakup of the Compensation		Deductions	
Basic + VDA	14041	Professional Tax	200
Bonus	1276	ESI Contribution	115
Special Allowance	0	PF Contribution (Savings)	1685
Performance Based Incentives *	0		
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Note:			
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ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Sundaraperumal K

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

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ILM/F/44/2.3

b) Academic and Career Growth:

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Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

We train you in life skills and not just for a job. One academic year's stint with ILM will transform your personality and give youth at cutting and competitive edge over others wherever you go. You will find a huge transformation in your communication skills, confidence, attitude, approach, personality and professional outlook. While people pay huge sum of money for a course in Communication Skills and Personality Development, you acquire these attributes through us and also get paid, while learning it.

FinancialGrowth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)CTC-Cost to the Company per Month from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)



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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of “Campus Guide (P) Ltd”.

Please enclose the following documents

1. Your recent passport size photograph (2nos).
2. Aadhar Number / Card copy.
3. Verification Form (Annexure-2).
4. Medical Certificate (Annexure-3).
5. PAN card copy.

The date of the preliminary training will be intimated to you once we receive your acceptance letter. For any further clarifications you can talk to our **HR-Dept** on **080-42181313 /26601313/26606816**.

With Best Wishes

Sanjay Subramanya T
Director-Administration



Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
1. You will be provided free standard outstation accommodation at your place of posting.	
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).	
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



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ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Susithira R

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a “**Professional Faculty – Communicative English**” under ILM’S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during April /May /June 2018. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., (**Candidates can also opt to stay on their own during the training at their own cost**).
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



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b) Academic and Career Growth:

1) ILM'S EDUCATE INDIA PROGRAM: During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.

2) Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
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Financial Growth

Part-1

1. You will be paid ` 17,500/- (Rupees Seventeen Thousand Five Hundred only) CTC-Cost to the Company per Month from the date of your reporting to the school. (See Annexure-1-CTC Breakup)



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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

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2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

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With Best Wishes

Sanjay Subramanya T
Director-Administration



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Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
Gross Earnings (1)	15317
Take Home	13317
Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
ESI Contribution	498
PF Contribution (Savings)	1685
Total (2)	2183
Total CTC (1) + (2)	17500
Note:	
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3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)	
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)	



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ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Vigneshwaran V

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

- 1) You will be required to undergo a preliminary training for 6-8 weeks in Bangalore during April /May /June 2018. During the preliminary training no remuneration or statutory benefits will be paid, besides standard accommodation being provided at free of cost. You will have to make your own arrangement for your food etc., **(Candidates can also opt to stay on their own during the training at their own cost).**
- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



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b) Academic and Career Growth:

- 1) **ILM'S EDUCATE INDIA PROGRAM:** During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.
- 2) **Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:**

Senior Professional Faculty → *Trainee Team-Leader* → *Team Leader* →
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FinancialGrowth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)**CTC-Cost to the Company per Month** from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)



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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. **(Candidates can also opt to stay on their own at their own cost.)**

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of “Campus Guide (P) Ltd”.

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4. Medical Certificate (Annexure-3).
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With Best Wishes

Sanjay Subramanya T
Director-Administration



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Annexure - 1			
CTC Breakup			
CTC	17500		
Breakup of the Compensation		Deductions	
Basic + VDA	14041	Professional Tax	200
Bonus	1276	ESI Contribution	115
Special Allowance	0	PF Contribution (Savings)	1685
Performance Based Incentives *	0		
Additional Mandatory Incentives **	0	ILM's Contribution	
Gross Earnings (1)	15317	ESI Contribution	498
		PF Contribution (Savings)	1685
		Total (2)	2183
Take Home	13317	Total CTC (1) + (2)	17500
Note:			
1. You will be provided free standard outstation accommodation at your place of posting.			
2. Travelling allowance will be paid wherever applicable as per ILM'S policy. (At the place of posting).			
3. * Performance Based Incentives - Variable component based on your performance. (Between ₹ 500/- & ₹ 3000/- per month)			
4. ** Additional Mandatory Incentives - For candidates who get selected and are willing to work in ILM'S notified North Indian states.(Between ₹ 2000/- & ₹ 3000/- per month)			



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ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
R.Rekha

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a “**Professional Faculty – Communicative English**” under ILM’S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

Professional Growth

a) Preliminary Training:

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- 2) The preliminary training will primarily focus on the methodology of language teaching and training. It is aimed at strengthening your basic knowledge of English and its usage. The training will cover areas ranging from basic conversation to public speaking skills in English. Keeping in mind your learning abilities this preliminary training will equip you with the teaching knowledge and the skills required for your profession in ILM.



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b) Academic and Career Growth:

1) ILM'S EDUCATE INDIA PROGRAM: During the term of your assignment, to enhance your language skills and academic credentials, ILM will train you in becoming a Professional Language Trainer. You can look at your career in ILM from a short-term (one academic year) to a long-term growth perspective. A short-term association with us helps you in acquiring the confidence to communicate in English with ease in any place and gives you an edge over others. If your intention is a long-term career, you can look at a professionally and financially satisfying career growth with us, too.

2) Upon Successful Completion of the ILM'S EDUCATE INDIA PROGRAM the Following is the career growth path in ILM:

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Zone Head → *Group Head* → *Cluster Head* → *Divisional Head.*

Personal Growth

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FinancialGrowth

Part-1

1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)CTC-Cost to the Company per Month from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)



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2. You will be provided free standard accommodation at your place of posting from the date you report for your assignment after your preliminary training is completed. Travelling allowance (wherever applicable as per ILM'S policy) will be given. (Candidates can also opt to stay on their own at their own cost.)

Part-2

1. Performance Based Incentives: Performance based incentives are variable components which you can earn every month based on your performance. The amount can vary from ` 500/- per month to ` 3,000/- per month or as decided by ILM.
2. Additional Mandatory Incentives: If you get short listed and are willing to work in ILM'S notified North Indian states, an Additional Mandatory Incentive will be paid. You can earn from ` 2,000/- per month to ` 3,000/- per month or as decided by ILM depending upon the state you are posted to.

Our Requirements

1. During the preliminary training you will be required to sign an Assignment Agreement to work as a Professional faculty with us for at least one academic year. After the completion of one academic year, you can, if you desire, exercise the option to continue as a faculty subject to meeting ILM'S performance criteria.
2. You should also submit your original 10th standard mark sheet to us at the start of the preliminary training.
3. After the preliminary training you should be ready to work anywhere in South India. You can also be short listed by ILM to work in North-Indian states based on your performance during the training.



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4. After the preliminary training, if you do not report for your assignment or if you discontinue during the employment without serving the notice period of 60 (Sixty) days you will have to pay us `30,000/-plus applicable GST (In case if you discontinue during the preliminary training, you will have to pay us as on pro-rate basis depending on the number of days you attend the training) towards the cost of training in the name of "Campus Guide (P) Ltd".

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With Best Wishes

Sanjay Subramanya T
Director-Administration



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Annexure - 1			
CTC Breakup			
CTC	17500		
Breakup of the Compensation		Deductions	
Basic + VDA	14041	Professional Tax	200
Bonus	1276	ESI Contribution	115
Special Allowance	0	PF Contribution (Savings)	1685
Performance Based Incentives *	0		
Additional Mandatory Incentives **	0	ILM's Contribution	
Gross Earnings (1)	15317	ESI Contribution	498
		PF Contribution (Savings)	1685
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Take Home	13317	Total CTC (1) + (2)	17500
Note:			
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ILM'S Educate India (IEI)

APPOINTMENT ORDER

To,
Hemalatha R

Date: 02.04.2018

Further to the Campus Interview conducted in your college and subsequent interview, we congratulate you on being selected as a **“Professional Faculty – Communicative English”** under ILM'S Educate India programme for the academic year July 2018 to February / March 2019 (8-9 months). While welcoming you to be a part of the ILM family, we request you to go through and understand the Professional, Financial and Personal growth prospects that lie ahead of you, when you join us. You are also requested to read and understand the terms and conditions governing your training and subsequent roles and responsibilities as a Professional Faculty / Employee of ILM.

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ILM/F/44/2.3

b) Academic and Career Growth:

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FinancialGrowth

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1. You will be paid ` 17,500/- (**Rupees Seventeen Thousand Five Hundred only**)**CTC-Cost to the Company per Month** from the date of your reporting to the school.(SeeAnnexure-1-CTCBreakup)



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ILM/F/44/2.3

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With Best Wishes

Sanjay Subramanya T
Director-Administration



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ILM/F/44/2.3

Annexure - 1	
CTC Breakup	
CTC	17500
Breakup of the Compensation	
Basic + VDA	14041
Bonus	1276
Special Allowance	0
Performance Based Incentives *	0
Additional Mandatory Incentives **	0
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Deductions	
Professional Tax	200
ESI Contribution	115
PF Contribution (Savings)	1685
ILM's Contribution	
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Total (2)	2183
Total CTC (1) + (2)	17500
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APPOINTMENT ORDER

AE06831.MA/2018

05 June 2018

To,
Mr. RAJADURAI PERUMAL.V
Thirukkuvalai
Nagapattinam.

Dear Mr. Rajadurai perumal,

With reference to your application and the subsequent interview you had with us, we are pleased to inform and appoint you as "SITE SUPERVISOR -EXECUTION" in our organization w.e.f.05th June 2018.

Your Cost to the Company (CTC) would be **Rs. 2,10,000 (Two Lakhs Ten Thousand Rupees Only)** per annum. The allowances, benefits and other terms and conditions of your employment will be as per company policies as applicable from time to time, it is explained extensively in your employee handbook. Your compensation will be reviewed in future as per Company policy.

From the date of joining, you shall be on probation for 6 months. You will abide and act by the rules and regulations of the company.

The company looks for a long-term association with all its employees and expects the same from you.

Thanking You.



Bala Kumar
(manager)

APPOINTMENT ORDER

AE06843.MA/2018

05 June 2018

To,
Mr. SURENDAR.G
Poovathadi
Nagapattinam.

Dear Mr. Surendar,

With reference to your application and the subsequent interview you had with us, we are pleased to inform and appoint you as "SITE SUPERVISOR -EXECUTION" in our organization w.e.f.05th Mar 2018.

Your Cost to the Company (CTC) would be **Rs. 2,10,000 (Two Lakhs Ten Thousand Rupees Only)** per annum. The allowances, benefits and other terms and conditions of your employment will be as per company policies as applicable from time to time, it is explained extensively in your employee handbook. Your compensation will be reviewed in future as per Company policy.

From the date of joining, you shall be on probation for 6 months. You will abide and act by the rules and regulations of the company.

The company looks for a long-term association with all its employees and expects the same from you.

Thanking You.



Bala Kumar
(Manager)

APPOINTMENT ORDER

AE06856.MA/2018

05 June 2018

To

Mr. VIJAYAPRATHABAN.K
No 12 South Street,
Angalamman 3rd Cross,
Kilvelur.

Dear Mr. Vijayaprathaban,

With reference to your application and the subsequent interview you had with us, we are pleased to inform and appoint you as "SITE SUPERVISOR -EXECUTION" in our organization w.e.f.05th Mar 2018.

Your Cost to the Company (CTC) would be **Rs. 2,10,000 (Two Lakhs Ten Thousand Rupees Only)** per annum. The allowances, benefits and other terms and conditions of your employment will be as per company policies as applicable from time to time, it is explained extensively in your employee handbook. Your compensation will be reviewed in future as per Company policy.

From the date of joining, you shall be on probation for Six months. You will abide and act by the rules and regulations of the company.

The company looks for a long-term association with all its employees and expects the same from you.

Thanking You.



Bala Kumar
(Manager)

APPOINTMENT ORDER

AE06856.MA/2018

05 June 2018

To
Mr. VIJAYAKUMAR R
7/16 Rajaganapthy Nagar,
Thittacherry..

Dear Mr. Vijayaprathaban,

With reference to your application and the subsequent interview you had with us, we are pleased to inform and appoint you as "SITE SUPERVISOR -EXECUTION" in our organization w.e.f.05th Mar 2018.

Your Cost to the Company (CTC) would be **Rs. 2,10,000 (Two Lakhs Ten Thousand Rupees Only)** per annum. The allowances, benefits and other terms and conditions of your employment will be as per company policies as applicable from time to time, it is explained extensively in your employee handbook. Your compensation will be reviewed in future as per Company policy.

From the date of joining, you shall be on probation for Six months. You will abide and act by the rules and regulations of the company.

The company looks for a long-term association with all its employees and expects the same from you.

Thanking You.



Bala Kumar
(Manager)

APPOINTMENT ORDER

AE06856.MA/2018

05 June 2018

To

Mr. AMALRAJA
No 5, Dhandavarayanpillaysandhu,
Muniyandi colony
Nagapttinam.

Dear Mr. Amalraj,

With reference to your application and the subsequent interview you had with us, we are pleased to inform and appoint you as **"SITE SUPERVISOR -EXECUTION"** in our organization w.e.f.05th Mar 2018.

Your Cost to the Company (CTC) would be **Rs. 2,10,000 (Two Lakhs Ten Thousand Rupees Only)** per annum. The allowances, benefits and other terms and conditions of your employment will be as per company policies as applicable from time to time, it is explained extensively in your employee handbook. Your compensation will be reviewed in future as per Company policy.

From the date of joining, you shall be on probation for Six months. You will abide and act by the rules and regulations of the company.

The company looks for a long-term association with all its employees and expects the same from you.

Thanking You.



Bala Kumar
(Manager)

APPOINTMENT ORDER

AE06765.MA/2018

05 MAR 2018

To,
Mr. SATHEESH.N
Mannargudi
Thiruvarur.

Dear Mr. Satheesh,

With reference to your application and the subsequent interview you had with us on 21th Jan 2018, we are pleased to inform and appoint you as **"SITE SUPERVISOR -EXECUTION"** in our organization w.e.f.05th Mar 2018.

Your Cost to the Company (CTC) would be **Rs. 2,10,000 (Two Lakhs Ten Thousand Rupees Only)** per annum. The allowances, benefits and other terms and conditions of your employment will be as per company policies as applicable from time to time, it is explained extensively in your employee handbook. Your compensation will be reviewed in future as per Company policy.

From the date of joining, you shall be on probation for 6 months. You will abide and act by the rules and regulations of the company.

The company looks for a long-term association with all its employees and expects the same from you.

Thanking You.



Bala Kumar
(manager)



Srihari Infotech
ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:avantika@srihariinfotech.com

SH-20180041

10th April, 2018

Dear P.Prabhakaran,

Following our recent discussion during on-campus interview, we are delighted to offer you the position of **Software Trainee** with our organization. If you join our organization, you will become part of a fast paced and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask you for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, action, advice and results that you provide as a representative of our organization. In return, we are committed to provide you with every opportunity to learn, grow and stretch to the highest level of ability and potential. We are confident you will find the new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Job Title: Software Trainee

Salary: 2.1 Lakhs Per Annum

Probation: You have to serve probation period of 3 months. After that you will become a regular employee of our organization.

Working days: It starts from Monday and extends upto Saturday

Working Hours: 09.00 a.m. to 05.00 p.m.

Reporting Relationship: You have to report to your team lead.

(Sign this offer letter and return it back to the organization at the time of joining)

Thanks & Regards

A handwritten signature in black ink, appearing to be "C. Harendra", written over a horizontal line.

Mr.C.Harendra

HRM-Srihari Infotech



Srihari Infotech
ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email: avantika@srihariinfotech.com

SH-20180042

10th April, 2018

Dear Divya R,

Following our recent discussion during on-campus interview, we are delighted to offer you the position of **Software Trainee** with our organization. If you join our organization, you will become part of a fast paced and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask you for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, action, advice and results that you provide as a representative of our organization. In return, we are committed to provide you with every opportunity to learn, grow and stretch to the highest level of ability and potential. We are confident you will find the new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Job Title: Software Trainee

Salary: 2.1 Lakhs Per Annum

Probation: You have to serve probation period of 3 months. After that you will become a regular employee of our organization.

Working days: It starts from Monday and extends upto Saturday

Working Hours: 09.00 a.m. to 05.00 p.m.

Reporting Relationship: You have to report to your team lead.

(Sign this offer letter and return it back to the organization at the time of joining)

Thanks & Regards

A handwritten signature in black ink, appearing to be "C. Harendra", written over a horizontal line.

Mr.C.Harendra

HRM-Srihari Infotech



Srihari Infotech
ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email: avantika@srihariinfotech.com

SH-20180043

10th April, 2018

Dear Jayasurya B,

Following our recent discussion during on-campus interview, we are delighted to offer you the position of **Software Trainee** with our organization. If you join our organization, you will become part of a fast paced and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask you for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, action, advice and results that you provide as a representative of our organization. In return, we are committed to provide you with every opportunity to learn, grow and stretch to the highest level of ability and potential. We are confident you will find the new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Job Title: Software Trainee

Salary: 2.1 Lakhs Per Annum

Probation: You have to serve probation period of 3 months. After that you will become a regular employee of our organization.

Working days: It starts from Monday and extends upto Saturday

Working Hours: 09.00 a.m. to 05.00 p.m.

Reporting Relationship: You have to report to your team lead.

(Sign this offer letter and return it back to the organization at the time of joining)

Thanks & Regards

A handwritten signature in black ink, appearing to be "C. Harendra", written over a horizontal line.

Mr.C.Harendra

HRM-Srihari Infotech



Srihari Infotech
ITO, First Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email: avantika@srihariinfotech.com

SH-20180044

10th April, 2018

Dear Bhuvaneshwari P,

Following our recent discussion during on-campus interview, we are delighted to offer you the position of **Software Trainee** with our organization. If you join our organization, you will become part of a fast paced and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask you for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, action, advice and results that you provide as a representative of our organization. In return, we are committed to provide you with every opportunity to learn, grow and stretch to the highest level of ability and potential. We are confident you will find the new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Job Title: Software Trainee

Salary: 2.1 Lakhs Per Annum

Probation: You have to serve probation period of 3 months. After that you will become a regular employee of our organization.

Working days: It starts from Monday and extends upto Saturday

Working Hours: 09.00 a.m. to 05.00 p.m.

Reporting Relationship: You have to report to your team lead.

(Sign this offer letter and return it back to the organization at the time of joining)

Thanks & Regards

A handwritten signature in black ink, appearing to be "C. Harendra", written over a horizontal line.

Mr.C.Harendra

HRM-Srihari Infotech

OFFER OF APPOINTMENT

Ref: Vern/Jan 2018/OL - 451

Date: May 23, 2018

To,
Mohamed Idris Shaik Moydeen
No 258 Main Road,
Nagore (kottagam),
Nagapattinam - 611 002

S. Mohamed Idris

Dear Mr. Mohamed Idris,

This is with reference to the discussion we had with you in regards to a career with us. We are pleased to appoint you with Orion India Systems Private Limited (the "Company") on the terms and conditions detailed in this letter under Annexure A hereto.

1. DESIGNATION AND DATE OF JOINING:

You are appointed as Junior Associate Trainee with the Company with effect from May 28, 2018 (the "Effective Date").

2. SALARY:

Your Salary will be as detailed under Annexure C to this letter (the "Salary").

3. DOCUMENTS:

On the date of appointment, you are required to furnish the documents as described under Annexure B to this letter.



Orion India Systems Pvt. Ltd.

Registered Office : 503, Powai Plaza, Hiranandani Gardens, Powai, Mumbai - 400 076, India | ☎ +91-22-67226100 | 🌐 www.orioninc.com

Vernalis (a division of Orion)

Chennai : 32A & B, 7th Floor, Ambit IT Park, Ambit Park Road, Ambattur Industrial Estate, Chennai - 600 058, India
☎ +91-44-30206800

Madurai : Vikashni Building, 760 West, 80 Feet Road, Anna Nagar, Madurai - 625 020, India
☎ +91-452-4391004

Coimbatore : 1 Gandhi Layout, 2nd Floor, Sree Veera's Tower, Maruthamalai Main Road, Vadavalli, Coimbatore - 641 046, India
☎ +91-422-4358230



NARANE ENGINEERING AND CONSTRUCTION LTD, CHENNAI

06/21, J.N.Salai, 100 Feet Road,, Vadapalani, Chennai, Tamil Nadu 600026

Date: 15-02-2018

REF NO#:AE07624FEB2018

APPOINTMENT ORDER

To,
Mr. NITHYANANTHAM.R
Plot No.25 Raja Ganapathy Nagar,
Thiruvarur.

Dear, Mr. NITHYANANTHAM.R,

With reference to your application and subsequent interviews, we are pleased to offer you appointment as project coordinator-project in our company.

You will be entitled for a consolidated pay of Rs.17000/- per month. You will initially be on probation for a period of 12 months during which your performance will be reviewed and assessed. If your performance is found un satisfactory, your probation may be extended by the management at its discretion or your services will be terminated. at the end of your probation period, your services with the company will be confirmation letter, you shall continue to be probation.

During the period of probation, the management may terminate this contact 15 days' notice in written or terminate of 15 days of salary in lieu thereof. The management reserves the right to extend or terminate the services during probation without assigning any reason.

Your employment from the date of your joining and you will be posted at Chennai Head office.

You are required to perform your services at any other location, if found necessary and coordinate work as per the requirement and be responsible for them

We welcome you to our organization and trust that you will enjoy working here and in contributing to the growth and prosperity of the company.

Yours sincerely,

For Narane Engineering and Construction Ltd.

Mr.Sakthivel

Managing director.

WE BUILD YOUR DREAM



NARANE ENGINEERING AND CONSTRUCTION LTD, CHENNAI

06/21, J.N.Salai, 100 Feet Road,, Vadapalani, Chennai; Tamil Nadu 600026

Date: 15-02-2018

REF#:AE07624FEB2018

APPOINTMENT ORDER

To,
Mr. PRASANNA.J
No.22 Matha Kovil Street,
Vilunthamavadi
Nagapattinam

Dear, Mr. PRASANNA.J,

With reference to your application and subsequent interviews, we are pleased to offer you appointment as project coordinator-project in our company.

You will be entitled for a consolidated pay of Rs.17000/- per month. You will initially be on probation for a period of 12 months during which your performance will be reviewed and assessed. If your performance is found un satisfactory, your probation may be extended by the management at its discretion or your services will be terminated. at the end of your probation period, your services with the company will be confirmation letter, you shall continue to be probation.

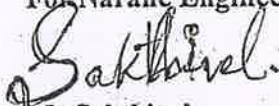
During the period of probation, the management may terminate this contact 15 days' notice in written or terminate of 15 days of salary in lieu thereof. The management reserves the right to extend or terminate the services during probation without assigning any reason.

Your employment from the date of your joining and you will be posted at Chennai Head office.

You are required to perform your services at any other location, if found necessary and coordinate work as per the requirement and be responsible for them

We welcome you to our organization and trust that you will enjoy working here and in contributing to the growth and prosperity of the company.

Yours sincerely,
For Narane Engineering and Construction Ltd.


Mr.Sakthivel
Managing director

WE BUILD YOUR DREAM



InstaQ Soft Solutions
ITO, Second Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:nandita@instaqssoftsolutions.com

2018-19/276

Date: 21/06/2018

Saranya P

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear Saranya P,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

You will be paid a monthly gross salary of **Rs.16, 500/- per month.**

2. Working Hours

Your working hours will be 10.00a.m. to6.00p.m. As per the current company policy. The company observes a 7 day work week.

3. Date of Appointment

Your date of appointment as per the company records is **02-07-2018.**

4. Salary Increment

Increase in your salary will be reviewed periodically as per the policy of the company. Increments in the salary range will be on the basis of demonstrated results and effectiveness of performing during the period of review.

5. Probation Period

You will be on probation for a period of Three month from the date of your appointment. On satisfactory completion of the probation period, you will be confirmed in service. If not confirmed after Three months, this order will continue to be in operation, and the probation period will extended automatically till further notice.

6. Leave

During probation period will are not entitled for any leave, except emergency issues. Once you are confirmed as a permanent employee you will be governed by the current leave policy of the company for permanent employees.

7. Roles & Responsibilities

Your will work in the organization will be subject to the rules and regulations of the organization as laid down by the company in relation to conduct, discipline and other matters. You will always be accept all responsibilities and duties attached to your office and conduct yourself accordingly. You must effectively perform to ensure results.

8. Confidentiality

You will not, at any time, during the employment or after, without the consent of the organization disclose or divulge or make public, except on the legal obligations, any information regarding the Company's affairs or administration or research carried out, whether the same is confided to you or becomes known to you in the course of your service or otherwise.

9. Past Records

If any declaration given, or information furnished by you, to the company proves to be false, or if you are found to have willfully suppressed any material information, in such case, you will be liable to removal from service without any notice.

10. Termination of employment

During the probationary period and any extension thereof, your service may be terminated on either side by giving one month's notice or salary. However, on confirmation the same can be terminated from either side by giving two month notice or salary.

Upon termination of employment, you will also return all company property, which may be in your possession.

If you agree with the above mentioned terms and conditions express your appointment confirmation by signing in this appointment order. (Also enclose two photocopies of your identification proofs for company records).

Regards



HR team

InstaQSoft solutions



InstaQ Soft Solutions
ITO, Second Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:nandita@instaqsolutions.com

2018-19/277

Date: 21/06/2018

Soundharya K

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear Soundharya K,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

You will be paid a monthly gross salary of **Rs.16, 500/- per month.**

2. Working Hours

Your working hours will be 10.00a.m. to6.00p.m. As per the current company policy. The company observes a 7 day work week.

3. Date of Appointment

Your date of appointment as per the company records is **02-07-2018.**

4. Salary Increment

Increase in your salary will be reviewed periodically as per the policy of the company. Increments in the salary range will be on the basis of demonstrated results and effectiveness of performing during the period of review.

5. Probation Period

You will be on probation for a period of Three month from the date of your appointment. On satisfactory completion of the probation period, you will be confirmed in service. If not confirmed after Three months, this order will continue to be in operation, and the probation period will extended automatically till further notice.

6. Leave

During probation period will are not entitled for any leave, except emergency issues. Once you are confirmed as a permanent employee you will be governed by the current leave policy of the company for permanent employees.

7. Roles & Responsibilities

Your will work in the organization will be subject to the rules and regulations of the organization as laid down by the company in relation to conduct, discipline and other matters. You will always be accept all responsibilities and duties attached to your office and conduct yourself accordingly. You must effectively perform to ensure results.

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Upon termination of employment, you will also return all company property, which may be in your possession.

If you agree with the above mentioned terms and conditions express your appointment confirmation by signing in this appointment order. (Also enclose two photocopies of your identification proofs for company records).

Regards



HR team

InstaQSoft solutions



InstaQ Soft Solutions
ITO, Second Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:nandita@instaqssoftsolutions.com

2018-19/278

Date: 21/06/2018

Sritharan M

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear Sritharan M,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

You will be paid a monthly gross salary of **Rs.16, 500/- per month.**

2. Working Hours

Your working hours will be 10.00a.m. to6.00p.m. As per the current company policy. The company observes a 7 day work week.

3. Date of Appointment

Your date of appointment as per the company records is **02-07-2018.**

4. Salary Increment

Increase in your salary will be reviewed periodically as per the policy of the company. Increments in the salary range will be on the basis of demonstrated results and effectiveness of performing during the period of review.

5. Probation Period

You will be on probation for a period of Three month from the date of your appointment. On satisfactory completion of the probation period, you will be confirmed in service. If not confirmed after Three months, this order will continue to be in operation, and the probation period will extended automatically till further notice.

6. Leave

During probation period will are not entitled for any leave, except emergency issues. Once you are confirmed as a permanent employee you will be governed by the current leave policy of the company for permanent employees.

7. Roles & Responsibilities

Your will work in the organization will be subject to the rules and regulations of the organization as laid down by the company in relation to conduct, discipline and other matters. You will always be accept all responsibilities and duties attached to your office and conduct yourself accordingly. You must effectively perform to ensure results.

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9. Past Records

If any declaration given, or information furnished by you, to the company proves to be false, or if you are found to have willfully suppressed any material information, in such case, you will be liable to removal from service without any notice.

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Upon termination of employment, you will also return all company property, which may be in your possession.

If you agree with the above mentioned terms and conditions express your appointment confirmation by signing in this appointment order. (Also enclose two photocopies of your identification proofs for company records).

Regards



HR team

InstaQSoft solutions



InstaQ Soft Solutions
ITO, Second Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:nandita@instaqssoftsolutions.com

2018-19/279

Date: 21/06/2018

Kaviyaran S

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear Kaviyaran S,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

You will be paid a monthly gross salary of **Rs.16, 500/- per month.**

2. Working Hours

Your working hours will be 10.00a.m. to6.00p.m. As per the current company policy. The company observes a 7 day work week.

3. Date of Appointment

Your date of appointment as per the company records is **02-07-2018.**

4. Salary Increment

Increase in your salary will be reviewed periodically as per the policy of the company. Increments in the salary range will be on the basis of demonstrated results and effectiveness of performing during the period of review.

5. Probation Period

You will be on probation for a period of Three month from the date of your appointment. On satisfactory completion of the probation period, you will be confirmed in service. If not confirmed after Three months, this order will continue to be in operation, and the probation period will extended automatically till further notice.

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During probation period will are not entitled for any leave, except emergency issues. Once you are confirmed as a permanent employee you will be governed by the current leave policy of the company for permanent employees.

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Your will work in the organization will be subject to the rules and regulations of the organization as laid down by the company in relation to conduct, discipline and other matters. You will always be accept all responsibilities and duties attached to your office and conduct yourself accordingly. You must effectively perform to ensure results.

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If you agree with the above mentioned terms and conditions express your appointment confirmation by signing in this appointment order. (Also enclose two photocopies of your identification proofs for company records).

Regards



HR team

InstaQSoft solutions



InstaQ Soft Solutions
I'TO, Second Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email:nandita@instaqsoftsolutions.com

2018-19/280

Date: 21/06/2018

S.Ajith

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear S.Ajith,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

You will be paid a monthly gross salary of **Rs.16, 500/- per month.**

2. Working Hours

Your working hours will be 10.00a.m. to6.00p.m. As per the current company policy. The company observes a 7 day work week.

3. Date of Appointment

Your date of appointment as per the company records is **02-07-2018.**

4. Salary Increment

Increase in your salary will be reviewed periodically as per the policy of the company. Increments in the salary range will be on the basis of demonstrated results and effectiveness of performing during the period of review.

5. Probation Period

You will be on probation for a period of Three month from the date of your appointment. On satisfactory completion of the probation period, you will be confirmed in service. If not confirmed after Three months, this order will continue to be in operation, and the probation period will extended automatically till further notice.

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You will not, at any time, during the employment or after, without the consent of the organization disclose or divulge or make public, except on the legal obligations, any information regarding the Company's affairs or administration or research carried out, whether the same is confided to you or becomes known to you in the course of your service or otherwise.

9. Past Records

If any declaration given, or information furnished by you, to the company proves to be false, or if you are found to have willfully suppressed any material information, in such case, you will be liable to removal from service without any notice.

10. Termination of employment

During the probationary period and any extension thereof, your service may be terminated on either side by giving one month's notice or salary. However, on confirmation the same can be terminated from either side by giving two month notice or salary.

Upon termination of employment, you will also return all company property, which may be in your possession.

If you agree with the above mentioned terms and conditions express your appointment confirmation by signing in this appointment order. (Also enclose two photocopies of your identification proofs for company records).

Regards

A handwritten signature in black ink, appearing to be 'F. M. K.', written over a faint circular watermark.

HR team

InstaQSoft solutions



InstaQ Soft Solutions
ITO, Second Floor Gopalapuram, Vadavalli, Coimbatore, 641041
Email: nandita@instaqssoftsolutions.com

2018-19/281

Date: 21/06/2018

Mathanraj.B

E.G.S. Pillay Engineering College, Nagapattinam.

Subject: Letter of Appointment

Dear Mathanraj.B,

We are pleased to appoint you as a Customer Service Executive (Technical) based on our organization. Your employment will be governed by the following terms and conditions:

1. Monthly Gross Salary

You will be paid a monthly gross salary of **Rs.16, 500/- per month.**

2. Working Hours

Your working hours will be 10.00a.m. to 6.00p.m. As per the current company policy. The company observes a 7 day work week.

3. Date of Appointment

Your date of appointment as per the company records is **02-07-2018.**

4. Salary Increment

Increase in your salary will be reviewed periodically as per the policy of the company. Increments in the salary range will be on the basis of demonstrated results and effectiveness of performing during the period of review.

5. Probation Period

You will be on probation for a period of Three month from the date of your appointment. On satisfactory completion of the probation period, you will be confirmed in service. If not confirmed after Three months, this order will continue to be in operation, and the probation period will extended automatically till further notice.

6. Leave

During probation period will are not entitled for any leave, except emergency issues. Once you are confirmed as a permanent employee you will be governed by the current leave policy of the company for permanent employees.

7. Roles & Responsibilities

Your will work in the organization will be subject to the rules and regulations of the organization as laid down by the company in relation to conduct, discipline and other matters. You will always be accept all responsibilities and duties attached to your office and conduct yourself accordingly. You must effectively perform to ensure results.

8. Confidentiality

You will not, at any time, during the employment or after, without the consent of the organization disclose or divulge or make public, except on the legal obligations, any information regarding the Company's affairs or administration or research carried out, whether the same is confided to you or becomes known to you in the course of your service or otherwise.

9. Past Records

If any declaration given, or information furnished by you, to the company proves to be false, or if you are found to have willfully suppressed any material information, in such case, you will be liable to removal from service without any notice.

10. Termination of employment

During the probationary period and any extension thereof, your service may be terminated on either side by giving one month's notice or salary. However, on confirmation the same can be terminated from either side by giving two month notice or salary.

Upon termination of employment, you will also return all company property, which may be in your possession.

If you agree with the above mentioned terms and conditions express your appointment confirmation by signing in this appointment order. (Also enclose two photocopies of your identification proofs for company records).

Regards



HR team

InstaQSoft solutions

3 offer missing



WIDHAI TECHNO SOFT

08th May, 2018

Employee ID: WTS/2018/1079

To

N. VIDHYASRI

E.G.S. Pillay Engineering College,
Nagapattinam.

Letter of Appointment

Dear **N. VIDHYASRI**,

This has reference to your campus drive and subsequent interview you had with us. We are pleased to inform you that you are hereby appointed as **Software Engineer**, in our organization with effect from 08th May, 2018.

Your employment shall be guided by the following terms and conditions:

Your annual remuneration will be as follows:

1. Pay	Rs.	1,30,000/-
2. Incentive	Rs.	60,000/-
Salary total	Rs.	1,90,000/-

1. You shall be on probation for an initial period of 3 months. Upon successful completion of probation, any conformation in the services of the company shall be in writing and hence, in the absence of any such communication, you would continue to be on probationary service.
2. You are not entitled for any kind of leave during probation.
3. Apart from the specific roles assigned to you, shall also be responsible for any other responsibilities assigned to you from time to time.
4. You are liable to be transferred to any other work / assignment and you shall comply with such order of transfer.
5. Your duties will include for efficient, satisfactory and economical operation in the area of responsibility that may be assigned to you from time to time.
6. You shall maintain a high standard of loyalty, efficiency, integrity and secrecy of the job



WIDHAI TECHNO SOFT

- and trade of the company as well as the clients where you have been assigned to work.
7. You shall also liaise with your superiors/colleagues and shall be responsible for execution of the decision of the management/clients from time to time.
 8. You shall take due and adequate care of the documents and materials entrusted to you by the company. You shall not at any time destroy, cancel, tear, erase, embezzle, spend, take away, copy any of the records of the company or other assets/materials handed over to you by the company.
 9. The available leave per year is 10 Days, which can be utilized by your post probation period. If you take more than two days sick leave at a time then you will be required to submit a medical certificate.
 10. There is no specific rule that offers leave encashment. Leave encashment will be given on a decision taken by the management and as an incentive; it does not become a rule and it can be rescinded by the management at any time.
 11. Employees are barred from using and bringing in their personal mobile phones to work place. The same if carried has to be surrendered with the security & can be collected back at end of day. For such employees who have not been issued official cell phones, emergency/contingency calls can be placed from office land lines & similar emergency or contingency incoming calls can be received on office land lines
 12. Every 2 days late coming will be considered as half day loss of pay for the month. The recommendation for deduction or waiver will come from the immediate manager & will be implemented in consultation with the head of the division.
 13. You will keep the company informed of your postal address, telephone number, fax, email or any other means for communication including changes that may occur during the period of your appointment.
 14. You are required to be dressed in Business Formals on weekdays (Monday to Friday) and Business Informal is permitted only on Saturdays.
Gentlemen: To be dressed in full/half sleeved (In-shirt), Full Trousers and Leather Shoes
Ladies: Sarees/Salwar Kameez/Business Suit.
 15. If you decides to leave the organization by resigning your position. you should give the the resignation in written letter only.
 16. You should serve the notice period which is one month after the resignation (accepted date by the management). Enforcing the option of the notice period is entirely up to the management.

For Widhai Techno Soft



WIDHAI TECHNO SOFT

Job Offer Letter for HR Recruiter Position

13/01/2018

WTS/2018/1072

Dear Priyadharshini R,

Good Day!

On behalf of **Widhai Techno Soft**, we are pleased to inform you that we are offering you the position of HR Recruiter. The company's working days will be from Monday to Friday with the working hours of 9 A.M. to 6 P.M. The starting date of your employment will be on **08/05/2018**. As already discussed and agreed, during our meeting your compensation will be **1.9 Lakhs** per annum and you have to go through your probation period of 3 months from the date of joining. In addition to this, please read the following terms and conditions

1. You should not have any backlogs at the time of joining.
2. There should not be any deviation in the joining date.
3. You should submit all your original academic certificates during your joining time.
4. You are not eligible to take leave during your probation time, except emergency reason.
5. The company can call off your employment at any time if the above mentioned rules are found to be violated.

If you have any questions or queries, please do not hesitate to contact us through rangarajan@widhaitechno.co.in.

For Widhai Techno Soft

M Block, 18th Avenue, Ashok Nagar, Chennai - 600083.
Email: rangarajan@widhaitechno.co.in



WIDHAI TECHNO SOFT

Job Offer Letter for HR Recruiter Position

13/01/2018

WTS/2018/1073

Dear Oviya P,

Good Day!

On behalf of **Widhai Techno Soft**, we are pleased to inform you that we are offering you the position of HR Recruiter. The company's working days will be from Monday to Friday with the working hours of 9 A.M. to 6 P.M. The starting date of your employment will be on **08/05/2018**. As already discussed and agreed, during our meeting your compensation will be **1.9 Lakhs** per annum and you have to go through your probation period of 3 months from the date of joining. In addition to this, please read the following terms and conditions

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3. You should submit all your original academic certificates during your joining time.
4. You are not eligible to take leave during your probation time, except emergency reason.
5. The company can call off your employment at any time if the above mentioned rules are found to be violated.

If you have any questions or queries, please do not hesitate to contact us through rangarajan@widhaitechno.co.in.

For Widhai Techno Soft

M Block, 18th Avenue, Ashok Nagar, Chennai - 600083.
Email: rangarajan@widhaitechno.co.in



WIDHAI TECHNO SOFT

Job Offer Letter for HR Recruiter Position

13/01/2018

WTS/2018/1074

Dear Ranjithkumar K S,

Good Day!

On behalf of **Widhai Techno Soft**, we are pleased to inform you that we are offering you the position of HR Recruiter. The company's working days will be from Monday to Friday with the working hours of 9 A.M. to 6 P.M. The starting date of your employment will be on **08/05/2018**. As already discussed and agreed, during our meeting your compensation will be **1.9 Lakhs** per annum and you have to go through your probation period of 3 months from the date of joining. In addition to this, please read the following terms and conditions

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2. There should not be any deviation in the joining date.
3. You should submit all your original academic certificates during your joining time.
4. You are not eligible to take leave during your probation time, except emergency reason.
5. The company can call off your employment at any time if the above mentioned rules are found to be violated.

If you have any questions or queries, please do not hesitate to contact us through rangarajan@widhaitechno.co.in.

For Widhai Techno Soft

M Block, 18th Avenue, Ashok Nagar, Chennai - 600083.
Email: rangarajan@widhaitechno.co.in



WIDHAI TECHNO SOFT

Job Offer Letter for Software Engineer Position

13/01/2018

WTS/2018/1078

Dear S.Mahaveer,

Good Day!

On behalf of **Widhai Techno Soft**, we are pleased to inform you that we are offering you the position of Software Engineer. The company's working days will be from Monday to Friday with the working hours of 9 A.M. to 6 P.M. The starting date of your employment will be on **08/05/2018**. As already discussed and agreed, during our meeting your compensation will be **1.9 Lakhs** per annum and you have to go through your probation period of 3 months from the date of joining. In addition to this, please read the following terms and conditions

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5. The company can call off your employment at any time if the above mentioned rules are found to be violated.

If you have any questions or queries, please do not hesitate to contact us through rangarajan@widhaitechno.co.in.

For Widhai Techno Soft



WIDHAI TECHNO SOFT

Job Offer Letter for Software Engineer Position

13/01/2018

WTS/2018/1077

Dear Aiswarya S,

Good Day!

On behalf of **Widhai Techno Soft**, we are pleased to inform you that we are offering you the position of Software Engineer. The company's working days will be from Monday to Friday with the working hours of 9 A.M. to 6 P.M. The starting date of your employment will be on **08/05/2018**. As already discussed and agreed, during our meeting your compensation will be **1.9 Lakhs** per annum and you have to go through your probation period of 3 months from the date of joining. In addition to this, please read the following terms and conditions

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3. You should submit all your original academic certificates during your joining time.
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5. The company can call off your employment at any time if the above mentioned rules are found to be violated.

If you have any questions or queries, please do not hesitate to contact us through rangarajan@widhaitechno.co.in.

For Widhai Techno Soft



WIDHAI TECHNO SOFT

Job Offer Letter for Software Engineer Position

13/01/2018

WTS/2018/1076

Dear Jaya Sweeta,

Good Day!

On behalf of **Widhai Techno Soft**, we are pleased to inform you that we are offering you the position of Software Engineer. The company's working days will be from Monday to Friday with the working hours of 9 A.M. to 6 P.M. The starting date of your employment will be on **08/05/2018**. As already discussed and agreed, during our meeting your compensation will be **1.9 Lakhs** per annum and you have to go through your probation period of 3 months from the date of joining. In addition to this, please read the following terms and conditions

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2. There should not be any deviation in the joining date.
3. You should submit all your original academic certificates during your joining time.
4. You are not eligible to take leave during your probation time, except emergency reason.
5. The company can call off your employment at any time if the above mentioned rules are found to be violated.

If you have any questions or queries, please do not hesitate to contact us through rangarajan@widhaitechno.co.in.

For Widhai Techno Soft



WIDHAI TECHNO SOFT

Job Offer Letter for Software Engineer Position

13/01/2018

WTS/2018/1075

Dear Kavitha J,

Good Day!

On behalf of **Widhai Techno Soft**, we are pleased to inform you that we are offering you the position of Software Engineer. The company's working days will be from Monday to Friday with the working hours of 9 A.M. to 6 P.M. The starting date of your employment will be on **08/05/2018**. As already discussed and agreed, during our meeting your compensation will be **1.9 Lakhs** per annum and you have to go through your probation period of 3 months from the date of joining. In addition to this, please read the following terms and conditions

1. You should not have any backlogs at the time of joining.
2. There should not be any deviation in the joining date.
3. You should submit all your original academic certificates during your joining time.
4. You are not eligible to take leave during your probation time, except emergency reason.
5. The company can call off your employment at any time if the above mentioned rules are found to be violated.

If you have any questions or queries, please do not hesitate to contact us through rangarajan@widhaitechno.co.in.

For Widhai Techno Soft

M Block, 18th Avenue, Ashok Nagar, Chennai - 600083.

Email: rangarajan@widhaitechno.co.in



WIDHAI TECHNO SOFT

Job Offer Letter for Software Engineer Position

13/01/2018

WTS/2018/1074

Dear Priya R,

Good Day!

On behalf of **Widhai Techno Soft**, we are pleased to inform you that we are offering you the position of Software Engineer. The company's working days will be from Monday to Friday with the working hours of 9 A.M. to 6 P.M. The starting date of your employment will be on **08/05/2018**. As already discussed and agreed, during our meeting your compensation will be **1.9 Lakhs** per annum and you have to go through your probation period of 3 months from the date of joining. In addition to this, please read the following terms and conditions

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3. You should submit all your original academic certificates during your joining time.
4. You are not eligible to take leave during your probation time, except emergency reason.
5. The company can call off your employment at any time if the above mentioned rules are found to be violated.

If you have any questions or queries, please do not hesitate to contact us through rangarajan@widhaitechno.co.in.

For Widhai Techno Soft



WIDHAI TECHNO SOFT

Job Offer Letter for Software Engineer Position

13/01/2018

WTS/2018/1073

Dear Rajarajan K,

Good Day!

On behalf of **Widhai Techno Soft**, we are pleased to inform you that we are offering you the position of Software Engineer. The company's working days will be from Monday to Friday with the working hours of 9 A.M. to 6 P.M. The starting date of your employment will be on **08/05/2018**. As already discussed and agreed, during our meeting your compensation will be **1.9 Lakhs** per annum and you have to go through your probation period of 3 months from the date of joining. In addition to this, please read the following terms and conditions

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3. You should submit all your original academic certificates during your joining time.
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5. The company can call off your employment at any time if the above mentioned rules are found to be violated.

If you have any questions or queries, please do not hesitate to contact us through rangarajan@widhaitechno.co.in.

For Widhai Techno Soft



WIDHAI TECHNO SOFT

Job Offer Letter for Software Engineer Position

13/01/2018

WTS/2018/1072

Dear Sujitha R,

Good Day!

On behalf of **Widhai Techno Soft**, we are pleased to inform you that we are offering you the position of Software Engineer. The company's working days will be from Monday to Friday with the working hours of 9 A.M. to 6 P.M. The starting date of your employment will be on **08/05/2018**. As already discussed and agreed, during our meeting your compensation will be **1.9 Lakhs** per annum and you have to go through your probation period of 3 months from the date of joining. In addition to this, please read the following terms and conditions

1. You should not have any backlogs at the time of joining.
2. There should not be any deviation in the joining date.
3. You should submit all your original academic certificates during your joining time.
4. You are not eligible to take leave during your probation time, except emergency reason.
5. The company can call off your employment at any time if the above mentioned rules are found to be violated.

If you have any questions or queries, please do not hesitate to contact us through rangarajan@widhaitechno.co.in.

For Widhai Techno Soft



WIDHAI TECHNO SOFT

Job Offer Letter for Software Engineer Position

13/01/2018

WTS/2018/1071

Dear Gayathri C,

Good Day!

On behalf of **Widhai Techno Soft**, we are pleased to inform you that we are offering you the position of Software Engineer. The company's working days will be from Monday to Friday with the working hours of 9 A.M. to 6 P.M. The starting date of your employment will be on **08/05/2018**. As already discussed and agreed, during our meeting your compensation will be **1.9 Lakhs** per annum and you have to go through your probation period of 3 months from the date of joining. In addition to this, please read the following terms and conditions

1. You should not have any backlogs at the time of joining.
2. There should not be any deviation in the joining date.
3. You should submit all your original academic certificates during your joining time.
4. You are not eligible to take leave during your probation time, except emergency reason.
5. The company can call off your employment at any time if the above mentioned rules are found to be violated.

If you have any questions or queries, please do not hesitate to contact us through rangarajan@widhaitechno.co.in.

For Widhai Techno Soft

Congratulations!

Welcome to the Uni Drivelines (P) Ltd !!

Date: 15-04-2018

Dear Mr. Aravindan.R

This has reference to the interview you recently had with us. We are pleased to welcome you to the Uni Drivelines (P) Ltd, and offer you the position of CSS / TE / Sr. TE based at

You are requested to report to the following address on 03.06.18 at 10.00 AM, for your induction & Training.


The following documents are essential to process your appointment with us, requesting you to carry the same on the date of joining

1. 02 reference letters from well-known citizens (other than your friends, relatives and teachers) vouching your character and conduct (with contact number).
2. 03 stamp size color photographs (with neck-tie).
3. One family photograph.
4. Copies of your educational certificates (from SSLC onwards) along with the originals (for verification).
5. Blood group certificate.
6. Copy of your election card/passport/family ration card.
7. PAN card Copy
8. Past Company Relieving Order

Kindly sign your register as a token of your acceptance,

Yours faithfully,

For Uni Drivelines (P) Ltd


Authorised Signatory

Congratulations!

Welcome to the Uni Drivelines (P) Ltd !!

Date: 15.04.2018

Dear Mr. Veerakumar. D

This has reference to the interview you recently had with us. We are pleased to welcome you to the Uni Drivelines (P) Ltd, and offer you the position of CSS / TE / Sr. TE based at

You are requested to report to the following address on 03.06.2018 at 10.00 AM, for your induction & Training.

The following documents are essential to process your appointment with us, requesting you to carry the same on the date of joining

1. 02 reference letters from well-known citizens (other than your friends, relatives and teachers) vouching your character and conduct (with contact number).
2. 03 stamp size color photographs (with neck-tie).
3. One family photograph.
4. Copies of your educational certificates (from SSLC onwards) along with the originals (for verification).
5. Blood group certificate.
6. Copy of your election card/passport/family ration card.
7. PAN card Copy
8. Past Company Relieving Order

Kindly sign your register as a token of your acceptance,

Yours faithfully,

For Uni Drivelines (P) Ltd


Authorised Signatory

Congratulations!

Welcome to the Uni Drivelines (P) Ltd !!

Date: 15.04.2018

Dear Mr. Pignesh R

This has reference to the interview you recently had with us. We are pleased to welcome you to the Uni Drivelines (P) Ltd, and offer you the position of CSS / TE / Sr. TE based at

You are requested to report to the following address on 03.06.18 at 10.00 AM, for your induction & Training.

The following documents are essential to process your appointment with us, requesting you to carry the same on the date of joining

1. 02 reference letters from well-known citizens (other than your friends, relatives and teachers) vouching your character and conduct (with contact number).
2. 03 stamp size color photographs (with neck-tie).
3. One family photograph.
4. Copies of your educational certificates (from SSLC onwards) along with the originals (for verification).
5. Blood group certificate.
6. Copy of your election card/passport/family ration card.
7. PAN card Copy
8. Past Company Relieving Order

Kindly sign your register as a token of your acceptance,

Yours faithfully,

For Uni Drivelines (P) Ltd


Authorised Signatory

DATE: 16.03.2018

REF.NO: AGA/IT035/WL/2018

Appointment Order – Graduate Engineer Trainee - 2018

Dear Manikandan,

Greetings from Axis Global Automation Group of Companies – India's Leading Industrial Automation & Robotics Engineering Solutions Provider.

Congratulations! We are glad to confirm that you have been selected to work for Axis Global Automation. The position we are offering you is "Graduate Engineer Trainee" with an annual cost to company Rs. 1,80,000/-. You have to report to the HR manager. Your working hour will be from 10 A.M. to 7 P.M, Monday to Saturday. But you should be ready to work during the post office hours if requires. You can take 2 day off per month.

We would like you to start working on 20.03.2018 at 9.30 A.M. If this date is not acceptable, then reach us immediately through mail.

We are confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

This offer of employment is valid subject to your successful completion of graduation with a minimum aggregate score of 65% or above and you must be declared medically fit by an authorized Medical Officer.

Please note that you need to sign a mandatory employment agreement with us for a period of three years. Also, your 10th and 12th standard mark sheets as well as graduation semester wise mark sheets, course completion and degree certificate must be furnished on the date of joining.

We congratulate you on your appointment and wish you a successful career with us.

Once again, compliments on starting your career with the Axis Global Automation Group of Companies.

Regards



DIRECTOR, AXIS GLOBAL AUTOMATION GROUP OF COMPANIES
AUTOMATION SOLUTIONS FOR EVERY INDUSTRY

Our Group of Companies



DATE: 16.03.2018

REF.NO: AGA/IT036/WL/2018

Appointment Order – Graduate Engineer Trainee - 2018

Dear Sandhiya,

Greetings from Axis Global Automation Group of Companies – India's Leading Industrial Automation & Robotics Engineering Solutions Provider.

Congratulations! We are glad to confirm that you have been selected to work for Axis Global Automation. The position we are offering you is "Graduate Engineer Trainee" with an annual cost to company Rs. 1,80,000/-. You have to report to the HR manager. Your working hour will be from 10 A.M. to 7 P.M, Monday to Saturday. But you should be ready to work during the post office hours if requires. You can take 2 day off per month.

We would like you to start working on 20.03.2018 at 9.30 A.M. If this date is not acceptable, then reach us immediately through mail.

We are confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

This offer of employment is valid subject to your successful completion of graduation with a minimum aggregate score of 65% or above and you must be declared medically fit by an authorized Medical Officer.

Please note that you need to sign a mandatory employment agreement with us for a period of three years. Also, your 10th and 12th standard mark sheets as well as graduation semester wise mark sheets, course completion and degree certificate must be furnished on the date of joining.

We congratulate you on your appointment and wish you a successful career with us.

Once again, compliments on starting your career with the Axis Global Automation Group of Companies.

Regards



DIRECTOR, AXIS GLOBAL AUTOMATION GROUP OF COMPANIES
AUTOMATION SOLUTIONS FOR EVERY INDUSTRY

Our Group of Companies

DATE: 16.03.2018

REF.NO: AGA/IT037/WL/2018

Appointment Order – Graduate Engineer Trainee - 2018

Dear Vijayasri,

Greetings from Axis Global Automation Group of Companies – India's Leading Industrial Automation & Robotics Engineering Solutions Provider.

Congratulations! We are glad to confirm that you have been selected to work for Axis Global Automation. The position we are offering you is "Graduate Engineer Trainee" with an annual cost to company Rs. 1,80,000/-. You have to report to the HR manager. Your working hour will be from 10 A.M. to 7 P.M, Monday to Saturday. But you should be ready to work during the post office hours if requires. You can take 2 day off per month.

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Please note that you need to sign a mandatory employment agreement with us for a period of three years. Also, your 10th and 12th standard mark sheets as well as graduation semester wise mark sheets, course completion and degree certificate must be furnished on the date of joining.

We congratulate you on your appointment and wish you a successful career with us.

Once again, compliments on starting your career with the Axis Global Automation Group of Companies.

Regards



DIRECTOR, AXIS GLOBAL AUTOMATION GROUP OF COMPANIES
AUTOMATION SOLUTIONS FOR EVERY INDUSTRY

Our Group of Companies



DATE: 16.03.2018

REF.NO: AGA/IT038/WL/2019

Appointment Order – Graduate Engineer Trainee - 2018

Dear Kiruthika.S,

Greetings from Axis Global Automation Group of Companies – India's Leading Industrial Automation & Robotics Engineering Solutions Provider.

Congratulations! We are glad to confirm that you have been selected to work for Axis Global Automation. The position we are offering you is "Graduate Engineer Trainee" with an annual cost to company Rs. 1,80,000/-. You have to report to the HR manager. Your working hour will be from 10 A.M. to 7 P.M, Monday to Saturday. But you should be ready to work during the post office hours if requires. You can take 2 day off per month.

We would like you to start working on 20.03.2018 at 9.30 A.M. If this date is not acceptable, then reach us immediately through mail.

We are confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

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Please note that you need to sign a mandatory employment agreement with us for a period of three years. Also, your 10th and 12th standard mark sheets as well as graduation semester wise mark-sheets, course completion and degree certificate must be furnished on the date of joining.

We congratulate you on your appointment and wish you a successful career with us.

Once again, compliments on starting your career with the Axis Global Automation Group of Companies.

Regards



DIRECTOR, AXIS GLOBAL AUTOMATION GROUP OF COMPANIES
AUTOMATION SOLUTIONS FOR EVERY INDUSTRY

Our Group of Companies

AXIS[®]
global automation

AGIIT GLOBAL
INDUSTRIAL
TRAINING

AUTOTEC

EMEX
INDUSTRIAL AUTOMATION SOLUTIONS

DATE: 16.03.2018

REF.NO: AGA/IT039/WL/2019

Appointment Order – Graduate Engineer Trainee - 2018

Dear Selvapriya,

Greetings from Axis Global Automation Group of Companies – India's Leading Industrial Automation & Robotics Engineering Solutions Provider.

Congratulations! We are glad to confirm that you have been selected to work for Axis Global Automation. The position we are offering you is "Graduate Engineer Trainee" with an annual cost to company Rs. 1,80,000/-. You have to report to the HR manager. Your working hour will be from 10 A.M. to 7 P.M, Monday to Saturday. But you should be ready to work during the post office hours if requires. You can take 2 day off per month.

We would like you to start working on 20.03.2018 at 9.30 A.M. If this date is not acceptable, then reach us immediately through mail.

We are confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

This offer of employment is valid subject to your successful completion of graduation with a minimum aggregate score of 65% or above and you must be declared medically fit by an authorized Medical Officer.

Please note that you need to sign a mandatory employment agreement with us for a period of three years. Also, your 10th and 12th standard mark sheets as well as graduation semester wise mark sheets, course completion and degree certificate must be furnished on the date of joining.

We congratulate you on your appointment and wish you a successful career with us.

Once again, compliments on starting your career with the Axis Global Automation Group of Companies.

Regards



DIRECTOR, AXIS GLOBAL AUTOMATION GROUP OF COMPANIES

AUTOMATION SOLUTIONS FOR EVERY INDUSTRY

Our Group of Companies

AXIS[®]
global automation

SAGIIT AXIS GLOBAL
AUTOMATION GROUP OF COMPANIES
INDUSTRIAL TRAINING

AUTOTEC

EmEx
CORPORATE SOLUTIONS

DATE: 16.03.2018

REF.NO: AGA/IT040/WL/2019

Appointment Order – Graduate Engineer Trainee - 2018

Dear Kowsalya.K,

Greetings from Axis Global Automation Group of Companies – India's Leading Industrial Automation & Robotics Engineering Solutions Provider.

Congratulations! We are glad to confirm that you have been selected to work for Axis Global Automation. The position we are offering you is "Graduate Engineer Trainee" with an annual cost to company Rs. 1,80,000/-. You have to report to the HR manager. Your working hour will be from 10 A.M. to 7 P.M, Monday to Saturday. But you should be ready to work during the post office hours if requires. You can take 2 day off per month.

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Please note that you need to sign a mandatory employment agreement with us for a period of three years. Also, your 10th and 12th standard mark sheets as well as graduation semester wise mark sheets, course completion and degree certificate must be furnished on the date of joining.

We congratulate you on your appointment and wish you a successful career with us.

Once again, compliments on starting your career with the Axis Global Automation Group of Companies.

Regards



DIRECTOR, AXIS GLOBAL AUTOMATION GROUP OF COMPANIES
AUTOMATION SOLUTIONS FOR EVERY INDUSTRY

Our Group of Companies

DATE: 16.03.2018

REF.NO: AGA/IT041/WL/2020

Appointment Order – Graduate Engineer Trainee - 2018

Dear Sathyamoorthy.S,

Greetings from Axis Global Automation Group of Companies – India's Leading Industrial Automation & Robotics Engineering Solutions Provider.

Congratulations! We are glad to confirm that you have been selected to work for Axis Global Automation. The position we are offering you is "Graduate Engineer Trainee" with an annual cost to company Rs. 1,80,000/-. You have to report to the HR manager. Your working hour will be from 10 A.M. to 7 P.M, Monday to Saturday. But you should be ready to work during the post office hours if requires. You can take 2 day off per month.

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We congratulate you on your appointment and wish you a successful career with us.

Once again, compliments on starting your career with the Axis Global Automation Group of Companies.

Regards



DIRECTOR, AXIS GLOBAL AUTOMATION GROUP OF COMPANIES

AUTOMATION SOLUTIONS FOR EVERY INDUSTRY

Our Group of Companies



DATE: 16.03.2018

REF.NO: AGA/IT042/WL/2020

Appointment Order – Graduate Engineer Trainee - 2018

Dear Aravinthan K,

Greetings from Axis Global Automation Group of Companies – India's Leading Industrial Automation & Robotics Engineering Solutions Provider.

Congratulations! We are glad to confirm that you have been selected to work for Axis Global Automation. The position we are offering you is "Graduate Engineer Trainee" with an annual cost to company Rs. 1,80,000/-. You have to report to the HR manager. Your working hour will be from 10 A.M. to 7 P.M, Monday to Saturday. But you should be ready to work during the post office hours if requires. You can take 2 day off per month.

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Please note that you need to sign a mandatory employment agreement with us for a period of three years. Also, your 10th and 12th standard mark sheets as well as graduation semester wise mark sheets, course completion and degree certificate must be furnished on the date of joining.

We congratulate you on your appointment and wish you a successful career with us.

Once again, compliments on starting your career with the Axis Global Automation Group of Companies.

Regards



DIRECTOR, AXIS GLOBAL AUTOMATION GROUP OF COMPANIES
AUTOMATION SOLUTIONS FOR EVERY INDUSTRY

Our Group of Companies

DATE: 16.03.2018

REF.NO: AGA/IT043/WL/2020

Appointment Order – Graduate Engineer Trainee - 2018

Dear Santhoshraj K,

Greetings from Axis Global Automation Group of Companies – India's Leading Industrial Automation & Robotics Engineering Solutions Provider.

Congratulations! We are glad to confirm that you have been selected to work for Axis Global Automation. The position we are offering you is "Graduate Engineer Trainee" with an annual cost to company Rs. 1,80,000/-. You have to report to the HR manager. Your working hour will be from 10 A.M. to 7 P.M, Monday to Saturday. But you should be ready to work during the post office hours if requires. You can take 2 day off per month.

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Please note that you need to sign a mandatory employment agreement with us for a period of three years. Also, your 10th and 12th standard mark sheets as well as graduation semester wise mark sheets, course completion and degree certificate must be furnished on the date of joining.

We congratulate you on your appointment and wish you a successful career with us.

Once again, compliments on starting your career with the Axis Global Automation Group of Companies.

Regards



DIRECTOR, AXIS GLOBAL AUTOMATION GROUP OF COMPANIES
AUTOMATION SOLUTIONS FOR EVERY INDUSTRY

Our Group of Companies

DATE: 10.03.2018

Sub: Appointment as a Graduate Apprenticeship Trainee in our company.

Dear ARAVINTH P P

We are glad to inform you that you have been appointed for the position of **Graduate Apprenticeship Trainee** in our company for a period of six months.


During this training period you are required to undertake all duties and activities as assigned to you by the Training head to whom you will be reporting on July,2018.

Your starting salary as a Trainee will be **Rs.1,80,000** per year and is subject to review only on completion of the training period of six months.

You will not be eligible for any other monetary benefits from the company during the six months period.

You can indicate your acceptance of the appointment as trainee by signing and sending us your reply by mailing to the same HR id provided above.

With Regards,



Head - HR

105-C, SANGANOUR ROAD, GANAPATHY, COIMBATORE -641 006. TAMILNADU, INDIA.
Phone : +91 422 2333475, Tele fax : +91 422 4506475.

E-mail (General) : info@furnace.co.in | E-mail (Sales) : sales@furnace.co.in

DATE: 10.03.2018

Sub: Appointment as a Graduate Apprenticeship Trainee in our company.

Dear ARIVAZHAGAN M

We are glad to inform you that you have been appointed for the position of **Graduate Apprenticeship Trainee** in our company for a period of six months.

During this training period you are required to undertake all duties and activities as assigned to you by the Training head to whom you will be reporting on July,2018.

Your starting salary as a Trainee will be **Rs.1,80,000** per year and is subject to review only on completion of the training period of six months.

You will not be eligible for any other monetary benefits from the company during the six months period.

You can indicate your acceptance of the appointment as trainee by signing and sending us your reply by mailing to the same HR id provided above.

With Regards,



Head - HR

105-C, SANGANOOR ROAD, GANAPATHY, COIMBATORE -641 006. TAMILNADU, INDIA.
Phone : +91 422 2333475, Tele fax : +91 422 4506475.

E-mail (General) : info@furnace.co.in | E-mail (Sales) : sales@furnace.co.in

DATE: 10.03.2018

Sub: Appointment as a Graduate Apprenticeship Trainee in our company.

Dear ARULPRAKAASH S.S

We are glad to inform you that you have been appointed for the position of **Graduate Apprenticeship Trainee** in our company for a period of six months.

During this training period you are required to undertake all duties and activities as assigned to you by the Training head to whom you will be reporting on July,2018.

Your starting salary as a Trainee will be **Rs.1,80,000** per year and is subject to review only on completion of the training period of six months.

You will not be eligible for any other monetary benefits from the company during the six months period.

You can indicate your acceptance of the appointment as trainee by signing and sending us your reply by mailing to the same HR id provided above.

With Regards,



Head - HR

105-C, SANGANOUR ROAD, GANAPATHY, COIMBATORE -641 006. TAMILNADU, INDIA.

Phone : +91 422 2333475, Tele fax : +91 422 4506475.

E-mail (General) : info@furnace.co.in | E-mail (Sales) : sales@furnace.co.in

DATE: 10.03.2018

Sub: Appointment as a Graduate Apprenticeship Trainee in our company.

Dear GURUMOORTHY K

We are glad to inform you that you have been appointed for the position of **Graduate Apprenticeship Trainee** in our company for a period of six months.

During this training period you are required to undertake all duties and activities as assigned to you by the Training head to whom you will be reporting on July,2018.

Your starting salary as a Trainee will be **Rs.1,80,000** per year and is subject to review only on completion of the training period of six months.

You will not be eligible for any other monetary benefits from the company during the six months period.

You can indicate your acceptance of the appointment as trainee by signing and sending us your reply by mailing to the same HR id provided above.

With Regards,



Head - HR

105-C, SANGANOUR ROAD, GANAPATHY, COIMBATORE -641 006. TAMILNADU, INDIA.
Phone : +91 422 2333475, Tele fax : +91 422 4506475.

E-mail (General) : info@furnace.co.in | E-mail (Sales) : sales@furnace.co.in

DATE: 10.03.2018

Sub: Appointment as a Graduate Apprenticeship Trainee in our company.

Dear SRINIVASAN K

We are glad to inform you that you have been appointed for the position of **Graduate Apprenticeship Trainee** in our company for a period of six months.

During this training period you are required to undertake all duties and activities as assigned to you by the Training head to whom you will be reporting on July,2018.

Your starting salary as a Trainee will be **Rs.1,80,000** per year and is subject to review only on completion of the training period of six months.

You will not be eligible for any other monetary benefits from the company during the six months period.

You can indicate your acceptance of the appointment as trainee by signing and sending us your reply by mailing to the same HR id provided above.

With Regards



Head - HR

105-C, SANGANOOR ROAD, GANAPATHY, COIMBATORE -641 006. TAMILNADU, INDIA.
Phone : +91 422 2333475, Tele fax : +91 422 4506475.

E-mail (General) : info@furnace.co.in | E-mail (Sales) : sales@furnace.co.in

DATE: 10.03.2018

Sub: Appointment as a Graduate Apprenticeship Trainee in our company.

Dear SUDHANKUMAR

We are glad to inform you that you have been appointed for the position of **Graduate Apprenticeship Trainee** in our company for a period of six months.

During this training period you are required to undertake all duties and activities as assigned to you by the Training head to whom you will be reporting on July,2018.

Your starting salary as a Trainee will be **Rs.1,80,000** per year and is subject to review only on completion of the training period of six months.

You will not be eligible for any other monetary benefits from the company during the six months period.

You can indicate your acceptance of the appointment as trainee by signing and sending us your reply by mailing to the same HR id provided above.

With Regards,



Head - HR

105-C, SANGANOOR ROAD, GANAPATHY, COIMBATORE -641 006. TAMILNADU, INDIA.
Phone : +91 422 2333475, Tele fax : +91 422 4506475.

E-mail (General) : info@furnace.co.in | E-mail (Sales) : sales@furnace.co.in



143, RMZ Millenia Business Park, Campus II 6th-8th Floor,
Dr M.G.R Main Road, Kandancavadi, Perungudi,
Chennai - 600 096, Tamil Nadu, INDIA.

27/06/2018

Mr Aslam Arsath
31, Mappillai Street,
Nagore.

APPOINTMENT LETTER

Dear Aslam Arsath,

With great pleasure, I extend the following employment appointment to you.

- Position: Junior Engineer Trainee
- Start date: No later than [01.08.2018]
- Salary: 1,80,000 INR per year

We're just a few formalities away from getting down to work. Please take the time to review our official offer. It includes important details about your compensation, and the terms and conditions of your anticipated employment with Flex LTD, INDIA.

This employment offer is contingent upon the successful completion of your bachelor education and a formal background check. This offer is not a contract of employment and either party may terminate employment at any time, with or without cause.

As a full-time employee of Flex LTD, INDIA you will be entitled to standard company benefit packages which includes health insurance, dental insurance, paid time offs and more, which will be briefed after joining the team.

Please indicate your agreement with these terms and accept this offer by signing and dating this agreement on or before [16.07.2018].

We are excited to bring you on board!

Sincerely,

Mr. Vasanth Subramanian
Head Human Resource-Flex

Aslam Arsath



143, RMZ Millenia Business Park, Campus II 6th-8th Floor,
Dr M.G.R Main Road, Kandancavadi, Perungudi,
Chennai - 600 096. Tamil Nadu, INDIA.

27/06/2018

Ms. DurgaDevi
No.29, South Main Street,
Pattamangalam(Po),
Kilvelur(Tk),
Nagapattinam(Dt).

APPOINTMENT LETTER

Dear DurgaDevi,

With great pleasure, I extend the following employment appointment to you.

- Position: Junior Engineer Trainee
- Start date: No later than [01.08.2018]
- Salary: 1,80,000 INR per year

We're just a few formalities away from getting down to work. Please take the time to review our official offer. It includes important details about your compensation, and the terms and conditions of your anticipated employment with Flex LTD, INDIA.

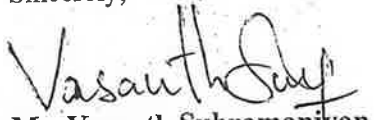
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Please indicate your agreement with these terms and accept this offer by signing and dating this agreement on or before [16.07.2018].

We are excited to bring you on board!

Sincerely,


Mr. Vasanth Subramaniyan
Head Human Resource-Flex

DurgaDevi



143, RMZ Millenia Business Park, Campus II 6th-8th Floor,
Dr M.G.R Main Road, Kandancavadi, Perungudi,
Chennai - 600 096. Tamil Nadu, INDIA.

27/06/2018

Ms. Kalkiya
323 Sivan Kovil St,
Pazhayar,
Kaliyakudi(Po),
Kollumankudi(Via),609403.

APPOINTMENT LETTER

Dear **Kalkiya**,

With great pleasure, I extend the following employment appointment to you.

- Position: Junior Engineer Trainee
- Start date: No later than [01.08.2018]
- Salary: 1,80,000 INR per year

We're just a few formalities away from getting down to work. Please take the time to review our official offer. It includes important details about your compensation, and the terms and conditions of your anticipated employment with Flex LTD, INDIA.


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Please indicate your agreement with these terms and accept this offer by signing and dating this agreement on or before [16.07.2018].

We are excited to bring you on board!

Sincerely,


Mr. Vasanth Subramaniyan
Head Human Resource-Flex

Kalkiya



143, RMZ Millenia Business Park, Campus II 6th-8th Floor,
Dr M.G.R Main Road, Kandancavadi, Perungudi,
Chennai - 600 096. Tamil Nadu, INDIA.

27/06/2018

Ms. Kiruthika
No.172, South Kunthagai,
Katharipulam,
Vedharanyam.

APPOINTMENT LETTER

Dear **Kiruthika**,

With great pleasure, I extend the following employment appointment to you.

- Position: Junior Engineer Trainee
- Start date: No later than [01.08.2018]
- Salary: 1,80,000 INR per year

We're just a few formalities away from getting down to work. Please take the time to review our official offer. It includes important details about your compensation, and the terms and conditions of your anticipated employment with Flex LTD, INDIA.

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Please indicate your agreement with these terms and accept this offer by signing and dating this agreement on or before [16.07.2018].

We are excited to bring you on board!

Sincerely,

Mr. Vasanth Subramanian
Head Human Resource-Flex

Kiruthika



143, RMZ Millenia Business Park, Campus II 6th-8th Floor,
Dr M.G.R Main Road, Kāndāncāvadi, Perungudi,
Chennai - 600 096. Tamil Nadu, INDIA.

27/06/2018

Ms Manimozhi
29, Pump Set Street,
Velankanni,

APPOINTMENT LETTER

Dear Manimozhi,

With great pleasure, I extend the following employment appointment to you.

- Position: Junior Engineer Trainee
- Start date: No later than [01.08.2018]
- Salary: 1,80,000 INR per year

We're just a few formalities away from getting down to work. Please take the time to review our official offer. It includes important details about your compensation, and the terms and conditions of your anticipated employment with Flex LTD, INDIA.

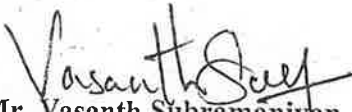
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Please indicate your agreement with these terms and accept this offer by signing and dating this agreement on or before [16.07.2018].

We are excited to bring you on board!

Sincerely,


Mr. Vasanth Subramaniyan
Head Human Resource-Flex

Manimozhi



143, RMZ Millenia Business Park, Campus II 6th-8th Floor,
Dr M.G.R Main Road, Kandancavadi, Perungudi,
Chennai - 600 096. Tamil Nadu, INDIA.

27/06/2018

Mr.Sivaraja
121/River Bank Street,
Salipperi &(p),
Nannilam(T.K),
Thiruvarur(D.T),
Pin-610105

APPOINTMENT LETTER

Dear Sivaraja,

With great pleasure, I extend the following employment appointment to you.

- Position: Junior Engineer Trainee
- Start date: No later than [01.08.2018]
- Salary: ₹ 1,80,000 INR per year

We're just a few formalities away from getting down to work. Please take the time to review our official offer. It includes important details about your compensation, and the terms and conditions of your anticipated employment with Flex LTD, INDIA.

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Please indicate your agreement with these terms and accept this offer by signing and dating this agreement on or before [16.07.2018].

We are excited to bring you on board!

Sincerely,

Mr. Vasanth Subramanian
Head Human Resource-Flex

Sivaraja



143, RMZ Millenia Business Park, Campus II 6th-8th Floor,
Dr M.G.R Main Road, Kandancavadi, Perungudi,
Chennai - 600 096. Tamil Nadu, INDIA.

27/06/2018

Mr.Srinivasan
No2,Muthumari Amman South Street,
Vellipalayam,
Nagapattinam.

APPOINTMENT LETTER

Dear Srinivasan,

With great pleasure, I extend the following employment appointment to you.

- Position: Junior Engineer Trainee
- Start date: No later than [01.08.2018]
- Salary: 1,80,000 INR per year

We're just a few formalities away from getting down to work. Please take the time to review our official offer. It includes important details about your compensation, and the terms and conditions of your anticipated employment with Flex LTD, INDIA.

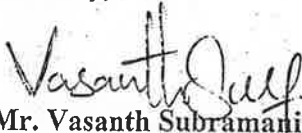
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Please indicate your agreement with these terms and accept this offer by signing and dating this agreement on or before [16.07.2018].

We are excited to bring you on board!

Sincerely,


Mr. Vasanth Subramanian
Head Human Resource-Flex

Srinivasan

Date: 28th March 2018

Dear Gangadevi S,

Tutor ID: Focus/TT/CDM/2018031765

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions and your date of joining will be during Apr, 2018.

- I. You are entitled to a 30-days **Online Training and Certification program after boarding**, the start date of which will be confirmed upon consultation with your Placement department.
- II. Please note that your confirmation of this 'Work-from-home' (WFH) Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online 'Training and Certification' and also subject to your being awarded your degree this year in your respective course.
- III. 100% attendance is compulsory during the **Online 'Training and Certification' Program**.
- IV. You will be eligible for stipend during this 'Training and Certification' Program **Training salary is Rs.6000/- which will be paid after the successful completion of your training and certification program**.
- V. Prerequisite for the above 'Training and Certification' program & WFH Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet**.
- VI. **Internet reimbursement will be provided to you by the Company after your successful completion of Certification with us and start WFH.**
- VII. Your WFH employment option would continue for a few months, but you may be asked to **Work-from-office** when needed. You can take work from home employment if you are interested and the approval is based on your performance.
- VIII. Cab pick-up & drop from office to common bus / railway-stations and Cafeteria facilities would be provided by the Company once you start working from our Coimbatore office only for Female Employees.

Work-from-Home Employment Terms & Conditions

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dalamai House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team on the date of your joining us.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF / ESI statutory regulations** set by the State / Central Government from time to time.
- c) Your services are liable for transfer/deputation to any place in India /Abroad. In case of your transfer/ deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a minimum period of 1 year. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.

You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

The "Rules of Employment" and "Code of Conduct" of the company will govern you, currently in force and as amended from time to time. You will sign a "Confidentiality Agreement" and be bound by the same during the period of your employment with the company. Any disclosure of confidential information will be considered as a criminal breach of trust. You shall be entitled to leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

The discretion of Focus Edumatics Pvt. Ltd. is final and binding.

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264



We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Gangadevi S

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

www.focusedumatics.com

Date: 28th March 2018

Dear Jaya Surya R,

Tutor ID: Focus/TT/CDM/2018031766

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a **"Trainee Tutor"** on the following Terms and conditions and your date of joining will be during Apr, 2018.

- I. You are entitled to a 30-days **Online Training and Certification program after boarding**, the start date of which will be confirmed upon consultation with your Placement department.
- II. Please note that your confirmation of this **'Work-from-home' (WFH) Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of **Online 'Training and Certification'** and also subject to your being awarded your degree this year in your respective course.
- III. 100% attendance is compulsory during the **Online 'Training and Certification' Program**.
- IV. You will be eligible for stipend during this **'Training and Certification' Program Training salary is Rs.6000/- which will be paid after the successful completion of your training and certification program**.
- V. Prerequisite for the above **'Training and Certification'** program & WFH Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet**.
- VI. **Internet reimbursement will be provided to you by the Company after your successful completion of Certification with us and start WFH**.
- VII. Your WFH employment option would continue for a few months, but you may be asked to **Work-from-office** when needed. You can take work from home employment if you are interested and the approval is based on your performance.
- VIII. Cab pick-up & drop from office to common bus / railway-stations and Cafeteria facilities would be provided by the Company once you start working from our Coimbatore office only for Female Employees.

Work-from-Home Employment Terms & Conditions

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CIN : U85110MH2004PTC263264



a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team on the date of your joining us.

b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF / ESI statutory regulations** set by the State / Central Government from time to time.

c) Your services are liable for transfer/deputation to any place in India /Abroad. In case of your transfer/ deputation, a separate letter of deputation will be issued.

d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.

e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.

f) You would be required to work with our Company for a minimum period of 1 year. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.

You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

The "Rules of Employment" and "Code of Conduct" of the company will govern you, currently in force and as amended from time to time. You will sign a "Confidentiality Agreement" and be bound by the same during the period of your employment with the company. Any disclosure of confidential information will be considered as a criminal breach of trust. You shall be entitled to leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

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CIN : U85110MH2004PTC263264

www.focusedumatics.com



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Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Jaya Surya R

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

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CIN : U85110MH2004PTC263264

www.focusedumatics.com

Date: 28th March 2018

Dear Saravanan.N,

Tutor ID: Focus/TT/CDM/2018031767

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a “**Trainee Tutor**” on the following Terms and conditions and your date of joining will be during Apr, 2018.

I. You are entitled to a 30-days **Online Training and Certification program after boarding**, the start date of which will be confirmed upon consultation with your Placement department.

II. Please note that your confirmation of this ‘**Work-from-home**’ (WFH) Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online ‘**Training and Certification**’ and also subject to your being awarded your degree this year in your respective course.

III. 100% attendance is compulsory during the **Online ‘Training and Certification’ Program**.

IV. You will be eligible for stipend during this ‘**Training and Certification**’ Program Training salary is Rs.6000/- which will be paid after the successful completion of your training and certification program.

V. Prerequisite for the above ‘**Training and Certification**’ program & WFH Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet.**

VI. **Internet reimbursement will be provided to you by the Company after your successful completion of Certification with us and start WFH.**

VII. Your WFH employment option would continue for a few months, but you may be asked to **Work-from-office** when needed. You can take work from home employment if you are interested and the approval is based on your performance.

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Work-from-Home Employment Terms & Conditions

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021

CIN : U85110MH2004PTC283264

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team on the date of your joining us.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF / ESI statutory regulations** set by the State / Central Government from time to time.
- c) Your services are liable for transfer/deputation to any place in India /Abroad. In case of your transfer/ deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a minimum period of 1 year. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.

You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

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CIN : U85110MH2004PTC263264



We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Saravanan.N

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

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CIN : U85110MH2004PTC263264

www.focusedumatics.com

Date: 28th March 2018

Dear Arifa Begum A,

Tutor ID: Focus/TT/CDM/2018031768

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a **"Trainee Tutor"** on the following Terms and conditions and your date of joining will be during Apr, 2018.

- I. You are entitled to a 30-days **Online Training and Certification program after boarding**, the start date of which will be confirmed upon consultation with your Placement department.
- II. Please note that your confirmation of this **'Work-from-home' (WFH) Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online **'Training and Certification'** and also subject to your being awarded your degree this year in your respective course.
- III. 100% attendance is compulsory during the **Online 'Training and Certification' Program**.
- IV. You will be eligible for stipend during this **'Training and Certification' Program** Training salary is Rs.6000/- which will be paid after the successful completion of your training and certification program.
- V. Prerequisite for the above **'Training and Certification'** program & WFH Employment: Trainee should have Laptop or Desktop with UPS + Broadband Internet.
- VI. Internet reimbursement will be provided to you by the Company after your successful completion of Certification with us and start WFH.
- VII. Your WFH employment option would continue for a few months, but you may be asked to **Work-from-office** when needed. You can take work from home employment if you are interested and the approval is based on your performance.
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Work-from-Home Employment Terms & Conditions

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CIN : U85110MH2004PTC263264



- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team on the date of your joining us.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF / ESI statutory regulations** set by the State / Central Government from time to time.
- c) Your services are liable for transfer/deputation to any place in India /Abroad. In case of your transfer/ deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a minimum period of 1 year. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.

You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

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CIN : U85110MH2004PTC263264

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Thanking you,

**Yours sincerely,
For Focus Edumatics Pvt. Ltd,**

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Arifa Begum A

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

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CIN : U85110MH2004PTC263264

www.focusedumatics.com

Date: 28th March 2018

Dear Bharath M,

Tutor ID: Focus/TT/CDM/2018031769

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions and your date of joining will be during Apr, 2018.

- I. You are entitled to a 30-days **Online Training and Certification program after boarding**, the start date of which will be confirmed upon consultation with your Placement department.
- II. Please note that your confirmation of this 'Work-from-home' (WFH) Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online 'Training and Certification' and also subject to your being awarded your degree this year in your respective course.
- III. 100% attendance is compulsory during the **Online 'Training and Certification' Program**.
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Work-from-Home Employment Terms & Conditions

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CIN : U85110MH2004PTC263264

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team on the date of your joining us.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF / ESI statutory regulations** set by the State / Central Government from time to time.
- c) Your services are liable for transfer/deputation to any place in India /Abroad. In case of your transfer/ deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a minimum period of 1 year. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.

You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

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CIN : U85110MH2004PTC263264



We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Bharath M

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

www.focusedumatics.com

Date: 28th March 2018

Dear Bharathi P,

Tutor ID: Focus/TT/CDM/2018031770

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a **"Trainee Tutor"** on the following Terms and conditions and your date of joining will be during Apr, 2018.

- I. You are entitled to a 30-days **Online Training and Certification program after boarding**, the start date of which will be confirmed upon consultation with your Placement department.
- II. Please note that your confirmation of this **'Work-from-home' (WFH) Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online **'Training and Certification'** and also subject to your being awarded your degree this year in your respective course.
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CIN : U85110MH2004PTC263264



- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team on the date of your joining us.
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Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Bharathi P

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bejaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

www.focusedumatics.com

Date: 28th March 2018

Dear Mugesh S,

Tutor ID: Focus/TT/CDM/2018031771

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a **"Trainee Tutor"** on the following Terms and conditions and your date of joining will be during Apr, 2018.

I. You are entitled to a 30-days Online Training and Certification program after boarding, the start date of which will be confirmed upon consultation with your Placement department.

II. Please note that your confirmation of this 'Work-from-home' (WFH) Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online 'Training and Certification' and also subject to your being awarded your degree this year in your respective course.

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IV. You will be eligible for stipend during this 'Training and Certification' Program Training salary is Rs.6000/- which will be paid after the successful completion of your training and certification program.

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Work-from-Home Employment Terms & Conditions

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team on the date of your joining us.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF / ESI statutory regulations** set by the State / Central Government from time to time.
- c) Your services are liable for transfer/deputation to any place in India /Abroad. In case of your transfer/ deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a minimum period of 1 year. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.

You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

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We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Mugesh S

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

Date: 28th March 2018

Dear Shuruthi N

Tutor ID: Focus/TT/CDM/2018031772

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a **"Trainee Tutor"** on the following Terms and conditions and your date of joining will be during Apr, 2018.

- I. You are entitled to a 30-days **Online Training and Certification program after boarding**, the start date of which will be confirmed upon consultation with your Placement department.
- II. Please note that your confirmation of this **'Work-from-home' (WFH) Employment** with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online **'Training and Certification'** and also subject to your being awarded your degree this year in your respective course.
- III. 100% attendance is compulsory during the **Online 'Training and Certification' Program**.
- IV. You will be eligible for stipend during this **'Training and Certification' Program Training salary is Rs.6000/- which will be paid after the successful completion of your training and certification program**.
- V. Prerequisite for the above **'Training and Certification' program & WFH Employment: Trainee should have Laptop or Desktop with UPS + Broadband Internet**.
- VI. **Internet reimbursement will be provided to you by the Company after your successful completion of Certification with us and start WFH**.
- VII. Your WFH employment option would continue for a few months, but you may be asked to **Work-from-office** when needed. You can take work from home employment if you are interested and the approval is based on your performance.
- VIII. Cab pick-up & drop from office to common bus / railway-stations and Cafeteria facilities would be provided by the Company once you start working from our Coimbatore office only for Female Employees.

FOCUS EDMATICS PVT. LTD.
Work-from-Home Employment Terms & Conditions

Reg. Office: #401, 405, 4th Floor, Dalamat House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.
CIN : U85110MH2004PTC263264

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- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF / ESI statutory regulations** set by the State / Central Government from time to time.
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CIN : U85110MH2004PTC263264



We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Shuruthi N

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

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CIN : U85110MH2004PTC263264

www.focusedumatics.com

Date: 28th March 2018

Dear Arivanantham R

Tutor ID: Focus/TT/CDM/2018031773

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a **"Trainee Tutor"** on the following Terms and conditions and your date of joining will be during Apr, 2018.

I. You are entitled to a 30-days Online Training and Certification program after boarding, the start date of which will be confirmed upon consultation with your Placement department.

II. Please note that your confirmation of this 'Work-from-home' (WFH) Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online 'Training and Certification' and also subject to your being awarded your degree this year in your respective course.

III. 100% attendance is compulsory during the Online 'Training and Certification' Program.

IV. You will be eligible for stipend during this 'Training and Certification' Program Training salary is Rs.6000/- which will be paid after the successful completion of your training and certification program.

V. Prerequisite for the above 'Training and Certification' program & WFH Employment: Trainee should have Laptop or Desktop with UPS + Broadband Internet.

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FOCUS EDMATICS PVT. LTD.
Work from Home Employment Terms & Conditions

Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.
CIN : U85110MH2004PTC263264



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Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Arivanantham R

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263284

www.focusedumatics.com

Date: 28th March 2018

Dear Meena S

Tutor ID: Focus/TT/CDM/2018031774

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions and your date of joining will be during Apr, 2018.

I. You are entitled to a 30-days **Online Training and Certification program after boarding**, the start date of which will be confirmed upon consultation with your Placement department.

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IV. You will be eligible for stipend during this '**Training and Certification**' Program Training salary is Rs.6000/- which will be paid after the successful completion of your training and certification program.

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FOCUS EDUMATICS PVT. LTD.
Work-from-Home Employment Terms & Conditions

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CIN : U85110MH2004PTC263264



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Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Meena S

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

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CIN : U85110MH2004PTC263264

www.focusedumatics.com

Date: 28th March 2018

Dear Priyanga Gandhi M,

Tutor ID: Focus/TT/CDM/2018031775

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a “**Trainee Tutor**” on the following Terms and conditions and your date of joining will be during Apr, 2018.

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CIN : U85110MH2004PTC263264

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Thanking you,

**Yours sincerely,
For Focus Edumatics Pvt. Ltd,**

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Priyanga Gandhi M

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

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CIN : U85110MH2004PTC263264

www.focusedumatics.com

Date: 28th March 2018

Dear Tamilzharasi M,

Tutor ID: Focus/TT/CDM/2018031776

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a **"Trainee Tutor"** on the following Terms and conditions and your date of joining will be during Apr, 2018.

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CIN : U85110MH2004PTC263264



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Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

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Where the date will be announced shortly.

Name : Tamilzharasi M

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

www.focusedumatics.com

Date: 28th March 2018

Dear Vijay K,

Tutor ID: Focus/TT/CDM/2018031777

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions and your date of joining will be during Apr, 2018.

- I. You are entitled to a 30-days **Online Training and Certification program after boarding**, the start date of which will be confirmed upon consultation with your Placement department.
- II. Please note that your confirmation of this '**Work-from-home**' (WFH) Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
- III. 100% attendance is compulsory during the **Online 'Training and Certification' Program**.
- IV. You will be eligible for stipend during this '**Training and Certification**' Program Training salary is Rs.6000/- which will be paid after the successful completion of your training and certification program.
- V. Prerequisite for the above '**Training and Certification**' program & WFH Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet**.
- VI. **Internet reimbursement will be provided to you by the Company after your successful completion of Certification with us and start WFH.**
- VII. Your WFH employment option would continue for a few months, but you may be asked to **Work-from-office** when needed. You can take work from home employment if you are interested and the approval is based on your performance.
- VIII. Cab pick-up & drop from office to common bus / railway-stations and Cafeteria facilities would be provided by the Company once you start working from our Coimbatore office only for Female Employees.

Work-from-Home Employment Terms & Conditions

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CIN : U85110MH2004PTC263264

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team on the date of your joining us.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF / ESI statutory regulations** set by the State / Central Government from time to time.
- c) Your services are liable for transfer/deputation to any place in India /Abroad. In case of your transfer/ deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a minimum period of 1 year. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.

You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

The "Rules of Employment" and "Code of Conduct" of the company will govern you, currently in force and as amended from time to time. You will sign a "Confidentiality Agreement" and be bound by the same during the period of your employment with the company. Any disclosure of confidential information will be considered as a criminal breach of trust. You shall be entitled to leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

The discretion of Focus Edumatics Pvt. Ltd. is final and binding.

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CIN : U85110MH2004PTC263264



We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Vijay K

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

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CIN : U85110MH2004PTC263264

www.focusedumatics.com

Date: 28th March 2018

Dear Ravichandran K,

Tutor ID: Focus/TT/CDM/2018031778

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a **“Trainee Tutor”** on the following Terms and conditions and your date of joining will be during Apr, 2018.

- I. You are entitled to a 30-days Online Training and Certification program after boarding, the start date of which will be confirmed upon consultation with your Placement department.**
- II. Please note that your confirmation of this ‘Work-from-home’ (WFH) Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online ‘Training and Certification’ and also subject to your being awarded your degree this year in your respective course.**
- III. 100% attendance is compulsory during the Online ‘Training and Certification’ Program.**
- IV. You will be eligible for stipend during this ‘Training and Certification’ Program Training salary is Rs.6000/- which will be paid after the successful completion of your training and certification program.**
- V. Prerequisite for the above ‘Training and Certification’ program & WFH Employment: Trainee should have Laptop or Desktop with UPS + Broadband Internet.**
- VI. Internet reimbursement will be provided to you by the Company after your successful completion of Certification with us and start WFH.**
- VII. Your WFH employment option would continue for a few months, but you may be asked to Work-from-office when needed. You can take work from home employment if you are interested and the approval is based on your performance.**
- VIII. Cab pick-up & drop from office to common bus / railway-stations and Cafeteria facilities would be provided by the Company once you start working from our Coimbatore office only for Female Employees.**

Work-from-Home Employment Terms & Conditions

FOCUS EDUMATICS PVT. LTD.

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team on the date of your joining us.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF / ESI statutory regulations** set by the State / Central Government from time to time.
- c) Your services are liable for transfer/deputation to any place in India /Abroad. In case of your transfer/ deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a minimum period of 1 year. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.

You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

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CIN : U85110MH2004PTC263264



We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Ravichandran K

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

Date: 28th March 2018

Dear Iswarya S,

Tutor ID: Focus/TT/CDM/2018031779

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions and your date of joining will be during Apr, 2018.

- I. You are entitled to a 30-days **Online Training and Certification program after boarding**, the start date of which will be confirmed upon consultation with your Placement department.
- II. Please note that your confirmation of this '**Work-from-home**' (WFH) Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
- III. 100% attendance is compulsory during the **Online 'Training and Certification' Program**.
- IV. You will be eligible for stipend during this '**Training and Certification**' Program Training salary is Rs.6000/- which will be paid after the successful completion of your training and certification program.
- V. Prerequisite for the above '**Training and Certification**' program & WFH Employment: Trainee should have Laptop or Desktop with UPS + Broadband Internet.
- VI. **Internet reimbursement will be provided to you by the Company after your successful completion of Certification with us and start WFH.**
- VII. Your WFH employment option would continue for a few months, but you may be asked to **Work-from-office** when needed. You can take work from home employment if you are interested and the approval is based on your performance.
- VIII. Cab pick-up & drop from office to common bus / railway-stations and Cafeteria facilities would be provided by the Company once you start working from our Coimbatore office only for Female Employees.

Work-from-Home Employment Terms & Conditions

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.
CIN : U85110MH2004PTC263264

a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team on the date of your joining us.

b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF / ESI statutory regulations** set by the State / Central Government from time to time.

c) Your services are liable for transfer/deputation to any place in India /Abroad. In case of your transfer/ deputation, a separate letter of deputation will be issued.

d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.

e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.

f) You would be required to work with our Company for a minimum period of 1 year. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.

You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC283284



We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Iswarya S

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

www.focusedumatics.com

Date: 28th March 2018

Dear Mounika S,

Tutor ID: Focus/TT/CDM/2018031780

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a “**Trainee Tutor**” on the following Terms and conditions and your date of joining will be during Apr, 2018.

- I. You are entitled to a 30-days **Online Training and Certification program after boarding**, the start date of which will be confirmed upon consultation with your Placement department.
- II. Please note that your confirmation of this ‘**Work-from-home**’ (WFH) Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online ‘**Training and Certification**’ and also subject to your being awarded your degree this year in your respective course.
- III. 100% attendance is compulsory during the **Online ‘Training and Certification’ Program**.
- IV. You will be eligible for stipend during this ‘**Training and Certification**’ Program Training salary is **Rs.6000/- which will be paid after the successful completion of your training and certification program**.
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Work-from-Home Employment Terms & Conditions

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team on the date of your joining us.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF / ESI statutory regulations** set by the State / Central Government from time to time.
- c) Your services are liable for transfer/deputation to any place in India /Abroad. In case of your transfer/ deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a minimum period of 1 year. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.

You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

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CIN : U85110MH2004PTC263264



We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Mounika S

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

www.focusedumatics.com

Date: 28th March 2018

Dear Radhika R,

Tutor ID: Focus/TT/CDM/2018031781

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a “**Trainee Tutor**” on the following Terms and conditions and your date of joining will be during Apr, 2018.

I. You are entitled to a 30-days Online Training and Certification program after boarding, the start date of which will be confirmed upon consultation with your Placement department.

II. Please note that your confirmation of this ‘Work-from-home’ (WFH) Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online ‘Training and Certification’ and also subject to your being awarded your degree this year in your respective course.

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CIN : U85110MH2004PTC263264

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team on the date of your joining us.
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CIN : U85110MH2004PTC283264



We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Radhika R

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dalarna House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

www.focusedumatics.com

Date: 28th March 2018

Dear Thinakaran S,

Tutor ID: Focus/TT/CDM/2018031782

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions and your date of joining will be during Apr, 2018.

I. You are entitled to a 30-days **Online Training and Certification program after boarding**, the start date of which will be confirmed upon consultation with your Placement department.

II. Please note that your confirmation of this 'Work-from-home' (WFH) Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online 'Training and Certification' and also subject to your being awarded your degree this year in your respective course.

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CIN : U85110MH2004PTC263264

- a) ~Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team on the date of your joining us.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF / ESI statutory regulations** set by the State / Central Government from time to time.
- c) Your services are liable for transfer/deputation to any place in India /Abroad. In case of your transfer/ deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a minimum period of 1 year. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.

You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

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FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264



We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Thinakaran S

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.
CIN : U85110MH2004PTC263264

www.focusedumatics.com

Date: 28th March 2018

Dear Aishwarya J,

Tutor ID: Focus/TT/CDM/2018031783

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a “**Trainee Tutor**” on the following Terms and conditions and your date of joining will be during Apr, 2018.

- I. You are entitled to a 30-days **Online Training and Certification program after boarding**, the start date of which will be confirmed upon consultation with your Placement department.
- II. Please note that your confirmation of this ‘**Work-from-home**’ (WFH) Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online ‘**Training and Certification**’ and also subject to your being awarded your degree this year in your respective course.
- III. 100% attendance is compulsory during the **Online ‘Training and Certification’ Program**.
- IV. You will be eligible for stipend during this ‘**Training and Certification**’ Program Training salary is Rs.6000/- which will be paid after the successful completion of your training and certification program.
- V. Prerequisite for the above ‘**Training and Certification**’ program & WFH Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet**.
- VI. **Internet reimbursement will be provided to you by the Company after your successful completion of Certification with us and start WFH.**
- VII. Your WFH employment option would continue for a few months, but you may be asked to **Work-from-office** when needed. You can take work from home employment if you are interested and the approval is based on your performance.
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Work-from-Home Employment Terms & Conditions

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CIN : U85110MH2004PTC263264

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team on the date of your joining us.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF / ESI statutory regulations** set by the State / Central Government from time to time.
- c) Your services are liable for transfer/deputation to any place in India /Abroad. In case of your transfer/ deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
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CIN : U85110MH2004PTC263264



We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Aishwarya J

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

www.focusedumatics.com

Date: 28th March 2018

Dear Banumathi M,

Tutor ID: Focus/TT/CDM/2018031784

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a **"Trainee Tutor"** on the following Terms and conditions and your date of joining will be during Apr, 2018.

I. You are entitled to a 30-days Online Training and Certification program after boarding, the start date of which will be confirmed upon consultation with your Placement department.

II. Please note that your confirmation of this 'Work-from-home' (WFH) Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online 'Training and Certification' and also subject to your being awarded your degree this year in your respective course.

III. 100% attendance is compulsory during the Online 'Training and Certification' Program.

IV. You will be eligible for stipend during this 'Training and Certification' Program Training salary is Rs.6000/- which will be paid after the successful completion of your training and certification program.

V. Prerequisite for the above 'Training and Certification' program & WFH Employment: Trainee should have Laptop or Desktop with UPS + Broadband Internet.

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Work-from-Home Employment Terms & Conditions

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CIN : U85110MH2004PTC263264



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CIN : U85110MH2004PTC263264



We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Banumathi M

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

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CIN : U85110MH2004PTC263264

www.focusedumatics.com

Date: 28th March 2018

Dear Dharshini T,

Tutor ID: Focus/TT/CDM/2018031785

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a “**Trainee Tutor**” on the following Terms and conditions and your date of joining will be during Apr, 2018.

- I. You are entitled to a 30-days **Online Training and Certification program after boarding**, the start date of which will be confirmed upon consultation with your Placement department.
- II. Please note that your confirmation of this ‘**Work-from-home**’ (WFH) Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online ‘**Training and Certification**’ and also subject to your being awarded your degree this year in your respective course.
- III. 100% attendance is compulsory during the **Online ‘Training and Certification’ Program**.
- IV. You will be eligible for stipend during this ‘**Training and Certification**’ Program Training salary is Rs.6000/- which will be paid after the successful completion of your training and certification program.
- V. Prerequisite for the above ‘**Training and Certification**’ program & WFH Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet**.
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Work-from-Home Employment Terms & Conditions

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC283284



- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team on the date of your joining us.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF / ESI statutory regulations** set by the State / Central Government from time to time.
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CIN : U85110MH2004PTC263264

www.focusedumatics.com



We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Dharshini T

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

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CIN : U85110MH2004PTC263264

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Date: 28th March 2018

Dear Elavarasi A,

Tutor ID: Focus/TT/CDM/2018031786

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions and your date of joining will be during Apr, 2018.

I. You are entitled to a 30-days **Online Training and Certification program after boarding**, the start date of which will be confirmed upon consultation with your Placement department.

II. Please note that your confirmation of this '**Work-from-home**' (WFH) Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.

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Work-from-Home Employment Terms & Conditions

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CIN : U85110MH2004PTC263264

www.focusedumatics.com

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team on the date of your joining us.
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CIN : U85110MH2004PTC263264



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Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Elavarasi A

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

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CIN : U85110MH2004PTC263264

www.focusedumatics.com

Date: 28th March 2018

Dear Legapriya J,

Tutor ID: Focus/TT/CDM/2018031787

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions and your date of joining will be during Apr, 2018.

- I. You are entitled to a 30-days **Online Training and Certification program after boarding**, the start date of which will be confirmed upon consultation with your Placement department.
- II. Please note that your confirmation of this '**Work-from-home**' (WFH) Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
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CIN : U85110MH2004PTC283264

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CIN : U85110MH2004PTC283264



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Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Legapriya J

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

www.focusedumatics.com

Date: 28th March 2018

Dear Manikandaprabu G,

Tutor ID: Focus/TT/CDM/2018031788

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions and your date of joining will be during Apr, 2018.

I. You are entitled to a 30-days **Online Training and Certification program after boarding**, the start date of which will be confirmed upon consultation with your Placement department.

II. Please note that your confirmation of this 'Work-from-home' (WFH) Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online 'Training and Certification' and also subject to your being awarded your degree this year in your respective course.

III. 100% attendance is compulsory during the **Online 'Training and Certification' Program**.

IV. You will be eligible for stipend during this 'Training and Certification' Program Training salary is Rs.6000/- which will be paid after the successful completion of your training and certification program.

V. Prerequisite for the above 'Training and Certification' program & WFH Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet.**

VI. **Internet reimbursement will be provided to you by the Company after your successful completion of Certification with us and start WFH.**

VII. Your WFH employment option would continue for a few months, but you may be asked to **Work-from-office** when needed. You can take work from home employment if you are interested and the approval is based on your performance.

VIII. Cab pick-up & drop from office to common bus / railway-stations and Cafeteria facilities would be provided by the Company once you start working from our Coimbatore office only for Female Employees.

Work-from-Home Employment Terms & Conditions

FOCUS EDUMATICS PVT. LTD.

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team on the date of your joining us.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF / ESI statutory regulations** set by the State / Central Government from time to time.
- c) Your services are liable for transfer/deputation to any place in India /Abroad. In case of your transfer/ deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a minimum period of 1 year. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.

You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

The "Rules of Employment" and "Code of Conduct" of the company will govern you, currently in force and as amended from time to time. You will sign a "Confidentiality Agreement" and be bound by the same during the period of your employment with the company. Any disclosure of confidential information will be considered as a criminal breach of trust. You shall be entitled to leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

The discretion of Focus Edumatics Pvt. Ltd. is final and binding.

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CIN : U85110MH2004PTC263264



We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Manikandaprabu G

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

www.focusedumatics.com

Date: 28th March 2018

Dear Sathish R,

Tutor ID: Focus/TT/CDM/2018031789

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions and your date of joining will be during Apr, 2018.

- I. You are entitled to a 30-days **Online Training and Certification program after boarding**, the start date of which will be confirmed upon consultation with your Placement department.
- II. Please note that your confirmation of this 'Work-from-home' (WFH) Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online 'Training and Certification' and also subject to your being awarded your degree this year in your respective course.
- III. 100% attendance is compulsory during the **Online 'Training and Certification' Program**.
- IV. You will be eligible for stipend during this 'Training and Certification' Program **Training salary is Rs.6000/- which will be paid after the successful completion of your training and certification program**.
- V. Prerequisite for the above 'Training and Certification' program & WFH Employment: **Trainee should have Laptop or Desktop with UPS + Broadband Internet**.
- VI. **Internet reimbursement will be provided to you by the Company after your successful completion of Certification with us and start WFH**.
- VII. Your WFH employment option would continue for a few months, but you may be asked to **Work-from-office** when needed. You can take work from home employment if you are interested and the approval is based on your performance.
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Work-from-Home Employment Terms & Conditions

FOCUS EDUMATICS PVT. LTD.

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team on the date of your joining us.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF / ESI statutory regulations** set by the State / Central Government from time to time.
- c) Your services are liable for transfer/deputation to any place in India /Abroad. In case of your transfer/ deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a minimum period of 1 year. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.

You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

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CIN : U85110MH2004PTC263264



We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**. Where the date will be announced shortly.

Name : Sathish R

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

Date: 28th March 2018

Dear Sathiya G,

Tutor ID: Focus/TT/CDM/2018031790

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions and your date of joining will be during Apr, 2018.

- I. You are entitled to a 30-days **Online Training and Certification program after boarding**, the start date of which will be confirmed upon consultation with your Placement department.
- II. Please note that your confirmation of this '**Work-from-home**' (WFH) Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
- III. 100% attendance is compulsory during the **Online 'Training and Certification' Program**.
- IV. You will be eligible for stipend during this '**Training and Certification**' Program. Training salary is Rs.6000/- which will be paid after the successful completion of your training and certification program.
- V. Prerequisite for the above '**Training and Certification**' program & WFH Employment: Trainee should have Laptop or Desktop with UPS + Broadband Internet.
- VI. Internet reimbursement will be provided to you by the Company after your successful completion of Certification with us and start WFH.
- VII. Your WFH employment option would continue for a few months, but you may be asked to **Work-from-office** when needed. You can take work from home employment if you are interested and the approval is based on your performance.
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Work-from-Home Employment Terms & Conditions

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Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

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- f) You would be required to work with our Company for a minimum period of 1 year. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.

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CIN : U85110MH2004PTC263264



We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Sathiya G

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

www.focusedumatics.com

Date: 28th March 2018

Dear Sowmiya R,

Tutor ID: Focus/TT/CDM/2018031791

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions and your date of joining will be during Apr, 2018.

I. You are entitled to a 30-days **Online Training and Certification program after boarding**, the start date of which will be confirmed upon consultation with your Placement department.

II. Please note that your confirmation of this '**Work-from-home**' (WFH) Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.

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Work-from-Home Employment Terms & Conditions

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Reg. Office: #401, 405, 41st Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team on the date of your joining us.
- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF / ESI statutory regulations** set by the State / Central Government from time to time.
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- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
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- f) You would be required to work with our Company for a minimum period of 1 year. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.

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Reg. Office: #401, 405, 4th Floor, DeJamaal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : UB5110MH2004PTC263264



We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Sowmiya R

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

1606, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.
Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.
CIN : U85110MH2004PTC263264

www.focusedumatics.com

Date: 28th March 2018

Dear Tamilazhghi P,

Tutor ID: Focus/TT/CDM/2018031792

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a "Trainee Tutor" on the following Terms and conditions and your date of joining will be during Apr, 2018.

- I. You are entitled to a 30-days **Online Training and Certification program after boarding**, the start date of which will be confirmed upon consultation with your Placement department.
- II. Please note that your confirmation of this '**Work-from-home**' (WFH) Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online '**Training and Certification**' and also subject to your being awarded your degree this year in your respective course.
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CIN : U85110MH2004PTC263264

- a) Your total annual compensation package will be **Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand Only)** per annum on Cost to the Company. You will be receiving the salary breakup from the finance team on the date of your joining us.
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CIN : U85110MH2004PTC263264



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Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Tamilazhaghi P

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTG263264

www.focusedumatics.com

Date: 28th March 2018

Dear Jayasurya A,

Tutor ID: Focus/TT/CDM/2018031793

Sub: Offer of Employment for Trainee Tutor position

We are pleased to appoint you for the position of a **"Trainee Tutor"** on the following Terms and conditions and your date of joining will be during Apr, 2018.

- I. You are entitled to a 30-days Online Training and Certification program after boarding, the start date of which will be confirmed upon consultation with your Placement department.**
- II. Please note that your confirmation of this 'Work-from-home' (WFH) Employment with us would be subject to your successfully completing your certification at the end of your 30-45 days of Online 'Training and Certification' and also subject to your being awarded your degree this year in your respective course.**
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CIN : U85110MH2004PTC283264

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- b) Your **take-home salary may vary** at the time of joining as well as during the course of your employment with us, depending on the revisions in the **PF / ESI statutory regulations** set by the State / Central Government from time to time.
- c) Your services are liable for transfer/deputation to any place in India /Abroad. In case of your transfer/ deputation, a separate letter of deputation will be issued.
- d) Your probation period will be for a period of six months. You automatically get confirmed after 6 months unless you are intimated in writing about the extension of your probation period. During the period of your probation, this contract can be terminated by the company without any notice and by you with one-month notice. After the completion of Probation, the notice-period would be two-months. The Company reserves the right to extend the probation period.
- e) During the period of your tenure with the company, you will not be engaged in any other work or assignment or employment or act in any way detrimental to the interest of the company. You will not make any statement to the press or media or contribute article/s to the press or media without prior permission of the company.
- f) You would be required to work with our Company for a minimum period of 1 year. In the case of earlier separation, the Company reserves the right to recover the training cost and damages suitably from you. This cost could be maximum up to or equivalent to your notice-period gross salary.

You would also be required to submit your original marks card, which will be in our safe-custody during the agreed-upon lock-in period of 1-year and returned to you after the term expires. A receipt of acknowledgment to this effect will be given to you once you submit your above documents, which you would be required to produce at the time of redeeming your original documents.

The "Rules of Employment" and "Code of Conduct" of the company will govern you, currently in force and as amended from time to time. You will sign a "Confidentiality Agreement" and be bound by the same during the period of your employment with the company. Any disclosure of confidential information will be considered as a criminal breach of trust. You shall be entitled to leaves as per company policy. The Company at its discretion reserves the right to amend, abolish whole or part of this letter with/without assigning any reasons thereof.

The discretion of Focus Edumatics Pvt. Ltd. is final and binding.

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC283264



We look forward to welcoming you into our family for a long, mutually beneficial, and enriching experience.

Thanking you,

Yours sincerely,
For Focus Edumatics Pvt. Ltd,

Authorized Signatory

Kindly do read the terms and conditions as per the 'Provisional Offer Letter' issued to you and accept the same and the joining with effect from **April 2018**.
Where the date will be announced shortly.

Name : Jayasurya A

Signature:

Place: Coimbatore

Date : 28th March 2018

FOCUS EDUMATICS PVT. LTD.

1605, 3rd Floor, BMH-Srinivas Complex, Trichy Road, Coimbatore - 641 018.

Reg. Office: #401, 405, 4th Floor, Dalamal House, J. Bajaj Road, Nariman Point, Mumbai - 400 021.

CIN : U85110MH2004PTC263264

www.focusedumatics.com

Hi-tech/2018/D/075

03.01.2018

Dear Akshaya C

Sub: Letter of Intent

We are delighted to offer you the position of Junior Analyst in our **Hifetch Telecom Solutions**. You need to follow the below terms and conditions.

1. You will work within the Service department and you need to report to the Manager on **21st April, 2018 at 9.00 AM**
2. Your starting salary will be **INR 1.8 Lakhs** per Annum.
3. To help you to develop your performance, informal review will take place every quarter, with a formal appraisal that will take place in each year.
4. You need to bring passport size photo and other documents related to academics at the date of joining.
5. Your holiday entitlement is 12 days per year in addition to that, bank holidays and government holidays are also included.
6. Hours of work are 8 hours per day including lunch break. Standard working time period is 9.00 A.M to 5.00 A.M. It may be necessary on occasions to work outside these hours.
7. Your probation period is 3 months. During this period we will access your progress.

Let me know if you have any further questions at this point. We look forward to welcoming you to our team.

Wishing you the very best in your career with us.

Regards,



HR manager

Hi-tech/2018/D/076

03.01.2018

Dear Mano R

Sub: Letter of Intent

We are delighted to offer you the position of Junior Analyst in our **Hifetch Telecom Solutions**. You need to follow the below terms and conditions.

1. You will work within the Service department and you need to report to the Manager on **21st April, 2018 at 9.00 AM**
2. Your starting salary will be **INR 1.8 Lakhs** per Annum.
3. To help you to develop your performance, informal review will take place every quarter, with a formal appraisal that will take place in each year.
4. You need to bring passport size photo and other documents related to academics at the date of joining.
5. Your holiday entitlement is 12 days per year in addition to that, bank holidays and government holidays are also included.
6. Hours of work are 8 hours per day including lunch break. Standard working time period is 9.00 A.M to 5.00 A.M. It may be necessary on occasions to work outside these hours.
7. Your probation period is 3 months. During this period we will access your progress.

Let me know if you have any further questions at this point. We look forward to welcoming you to our team.

Wishing you the very best in your career with us.

Regards,



HR manager

Hi-tech/2018/D/077

03.01.2018

Dear **Preetha E**

Sub: Letter of Intent

We are delighted to offer you the position of Junior Analyst in our **Hifetch Telecom Solutions**. You need to follow the below terms and conditions.

1. You will work within the Service department and you need to report to the Manager on **21st April, 2018 at 9.00 AM**
2. Your starting salary will be **INR 1.8 Lakhs** per Annum.
3. To help you to develop your performance, informal review will take place every quarter, with a formal appraisal that will take place in each year.
4. You need to bring passport size photo and other documents related to academics at the date of joining.
5. Your holiday entitlement is 12 days per year in addition to that, bank holidays and government holidays are also included.
6. Hours of work are 8 hours per day including lunch break. Standard working time period is 9.00 A.M to 5.00 A.M. It may be necessary on occasions to work outside these hours.
7. Your probation period is 3 months. During this period we will access your progress.

Let me know if you have any further questions at this point. We look forward to welcoming you to our team.

Wishing you the very best in your career with us.

Regards,



HR manager

Hi-tech/2018/D/078

03.01.2018

Dear Ashifa A

Sub: Letter of Intent

We are delighted to offer you the position of Junior Analyst in our **Hifetch Telecom Solutions**. You need to follow the below terms and conditions.

1. You will work within the Service department and you need to report to the Manager on **21st April, 2018 at 9.00 AM**
2. Your starting salary will be **INR 1.8 Lakhs** per Annum.
3. To help you to develop your performance, informal review will take place every quarter, with a formal appraisal that will take place in each year.
4. You need to bring passport size photo and other documents related to academics at the date of joining.
5. Your holiday entitlement is 12 days per year in addition to that, bank holidays and government holidays are also included.
6. Hours of work are 8 hours per day including lunch break. Standard working time period is 9.00 A.M to 5.00 A.M. It may be necessary on occasions to work outside these hours.
7. Your probation period is 3 months. During this period we will assess your progress.

Let me know if you have any further questions at this point. We look forward to welcoming you to our team.

Wishing you the very best in your career with us.

Regards,



HR manager



MLN PROJECTS

MLN/HYD/HO/HR/2018

DT: 30.03.2018

To

Arun.M,
EGS Pillay Engineering College,
Nagapattinam (Dist.),
Tamil Nadu-611002.

Sub: Offer of appointment

Dear Arun.M,

In response to your application and the subsequent interview, we are pleased to issue this appointment letter to you for the post of **Graduate Engineer Trainee** and posted to work at **TamilNadu Site**. You are advised to report **Mr.Ramesh Nama, Project Director** or whosoever concerned. Your date of joining the company will be on or before 04.04.2018.

Remuneration:

- A. Your monthly salary would be as per the statement shown in page-three.
- B. Increments will be based upon your performance and you will be entitled for the same, if your performance is found to be satisfactory during the year of service in terms of efficiency, regularity, punctuality and discipline. Increments can be accelerated in case of exceptionally good performance.
- C. You will be entitled to leave as per the policy of the company which may also be changed from time to time.

Probation:

You will be on probation for a period of **six months** from the date of your joining, there after, if your services are found satisfactory, you will be confirmed by means of a written intimation from the management which reserves the right to reduce or dispense with or extend your probation period at its absolute discretion. During your probation period, either party shall be entitled to terminate the service with immediate effect, without giving any notice or assigning any reason to the other party.

Termination:

- A. During the probation period your services can be terminated by the company without any notice immediate effect.
- B. After confirmation, the company can terminate your services by giving one month's written notice to you or on payment of salary in lieu thereof, however, the company may relieve you at any time during the notice period and without any compensation other than the payment or salary in lieu or the remaining period of notice.

6th Floor, M.No 2-64/2/A, Megha Hills Society, Madhapur, Hyderabad - 500801

email: info@srmln.in



- C. After confirmation, you may resign from service by giving one month's written notice to the company or on payment of salary in lieu thereof. If the exigencies of work so require, the Management may not relieve you earlier than the expiry of the entire period of notice. It shall, however, be open to the Management to accept your resignation with effect from any date earlier than the one offered by you in your resignation letter at its sole discretion.
- D. The Company has the right to terminate your service without notice or payment of salary in lieu thereof if you commit any breach of your duties and responsibilities under this contract of service or if you are found guilty of any gross negligence or misconduct which contravenes the express or implied conditions of your service.

General Conditions:

- A. You will not engage in any trade or profession or undertake any employment, full or part-time, honorary or remunerative or seek membership of any local public body (ies) while in the service of the company without obtaining prior written permission from the management of the company.
- B. You will not engage in any unlawful or any subversive activity while in the service of the company.
- C. The Company expects you to work in any section/department in which you are placed with a high standard of initiative, efficiency and economy.
- D. You shall not, under any circumstances, either directly or indirectly, receive or accept for your own benefit any commission, rebate, discount, gift or profit of any nature from any person, company or firm having business transaction with the company.
- E. You will, in all respects, be governed by the rules and regulations applicable to your category of Employees from time to time.
- F. Should you remain absent from work, without reasonable explanation, for more than seven (7) consecutive days; it will be presumed that you are no longer interested in working for "MLN " and have abandoned its services, there by terminating your contract of service. In such a case, you will not be entitled to any compensation for the loss of service.
- G. You are bound by this agreement not to disclose by word" of mouth or otherwise, particulars or details of business plans / trade secrets / finance / administration / know how and or any confidential information of business coming to your knowledge by virtue of your being in the employment of the company.
- H. Your services are liable to be transferred at any time to any of the establishments of the Company throughout India.



6th Floor, M.No 2-64/2/A, Megha Hills Society, Madhapur, Hyderabad - 500801

email: info@srmln.in



- I. The appointment and its continuance are subject to your being and remaining medically fit. If so required the management may get this confirmed by its medical officer or any medical practitioner approved by it.
- J. You will have to make your own arrangements of conveyance to come to Office and the Company will not arrange any transport facilities.

K. Salary Break Up:

Components	Monthly
Basic	8000/-
HRA	3000/-
Conveyance	2500/-
CEA	1500/-
Total Gross Salary	15000/-

Acceptance:

If you accept the above terms and conditions of service, please signify your acceptance on the duplicate copy of this appointment letter within Seven days from the date of its issue, failing which this offer of employment will be deemed to have been withdrawn and cancelled.

For Sri MLN Projects



P.L. Narasimha Rao
Sr. Vice President – Business Development

I have read and understood the terms and conditions stated above and hereby signify my acceptance of the same.

Date:

Signature

6th Floor, M.No 2-64/2/A, Megha Hills Society, Madhapur, Hyderabad – 500801

email: info@srimln.in



MLN PROJECTS

MLN/HYD/HP/HR/2018

DT: 30.03.2018

To

Muthu Raja.P,
EGS Pillay Engineering College,
Nagapattinam (Dist.),
Tamil Nadu-611002.

Sub: Offer of appointment

Dear Muthu Raja.P,

In response to your application and the subsequent interview, we are pleased to issue this appointment letter to you for the post of **Graduate Engineer Trainee** and posted to work at **TamilNadu Site**. You are advised to report **Mr.Ramesh Nama, Project Director** or whosoever concerned. Your date of joining the company will be on or before 04.04.2018.

Remuneration:

- A. Your monthly salary would be as per the statement shown in page-three.
- B. Increments will be based upon your performance and you will be entitled for the same, if your performance is found to be satisfactory during the year of service in terms of efficiency, regularity, punctuality and discipline. Increments can be accelerated in case of exceptionally good performance.
- C. You will be entitled to leave as per the policy of the company which may also be changed from time to time.

Probation:

You will be on probation for a period of **six months** from the date of your joining, there after, if your services are found satisfactory, you will be confirmed by means of a written intimation from the management which reserves the right to reduce or dispense with or extend your probation period at its absolute discretion. During your probation period, either party shall be entitled to terminate the service with immediate effect, without giving any notice or assigning any reason to the other party.

Termination:

- A. During the probation period your services can be terminated by the company without any notice immediate effect.
- B. After confirmation, the company can terminate your services by giving one month's written notice to you or on payment of salary in lieu thereof, however, the company may relieve you at any time during the notice period and without any compensation other than the payment or salary in lieu or the remaining period of notice.

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email: info@srmln.in



- C. After confirmation, you may resign from service by giving one month's written notice to the company or on payment of salary in lieu thereof. If the exigencies of work so require, the Management may not relieve you earlier than the expiry of the entire period of notice. It shall, however, be open to the Management to accept your resignation with effect from any date earlier than the one offered by you in your resignation letter at its sole discretion.
- D. The Company has the right to terminate your service without notice or payment of salary in lieu thereof if you commit any breach of your duties and responsibilities under this contract of service or if you are found guilty of any gross negligence or misconduct which contravenes the express or implied conditions of your service.

General Conditions:

- A. You will not engage in any trade or profession or undertake any employment, full or part-time, honorary or remunerative or seek membership of any local public body (ies) while in the service of the company without obtaining prior written permission from the management of the company.
- B. You will not engage in any unlawful or any subversive activity while in the service of the company.
- C. The Company expects you to work in any section/department in which you are placed with a high standard of initiative, efficiency and economy.
- D. You shall not, under any circumstances, either directly or indirectly, receive or accept for your own benefit any commission, rebate, discount, gift or profit of any nature from any person, company or firm having business transaction with the company.
- E. You will, in all respects, be governed by the rules and regulations applicable to your category of Employees from time to time.
- F. Should you remain absent from work, without reasonable explanation, for more than seven (7) consecutive days, it will be presumed that you are no longer interested in working for "MLN" and have abandoned its services, there by terminating your contract of service. In such a case, you will not be entitled to any compensation for the loss of service.
- G. You are bound by this agreement not to disclose by word" of mouth or otherwise, particulars or details of business plans / trade secrets / finance / administration / know how and or any confidential information of business coming to your knowledge by virtue of your being in the employment of the company.
- H. Your services are liable to be transferred at any time to any of the establishments of the Company throughout India.



6th Floor, M.No 2-64/2/A, Megha Hills Society, Madhapur, Hyderabad - 500801

email: info@srimln.in



- I. The appointment and its continuance are subject to your being and remaining medically fit. If so required the management may get this confirmed by its medical officer or any medical practitioner approved by it.
- J. You will have to make your own arrangements of conveyance to come to Office and the Company will not arrange any transport facilities.
- K. **Salary Break Up:**

Components	Monthly
Basic	8000/-
HRA	3000/-
Conveyance	2500/-
CEA	1500/-
Total Gross Salary	15000/-

Acceptance:

If you accept the above terms and conditions of service, please signify your acceptance on the duplicate copy of this appointment letter within Seven days from the date of its issue, failing which this offer of employment will be deemed to have been withdrawn and cancelled.

For Sri MLN Projects



P.L. Narasimha Rao
Sr. Vice President – Business Development

I have read and understood the terms and conditions stated above and hereby signify my acceptance of the same.

Date:

Signature

6th Floor, M.No 2-64/2/A, Megha Hills Society, Madhapur, Hyderabad – 500801

email: info@srimln.in



Date: 20/12/2017

Ms. Yazhini R

Ref No: NB/JSE/EGS-234

Dear **Ms.Yazhini R**

Nobel Software Technologies is pleased to offer you the position of **Junior Software Developer** for our organization. We are all excited about the potential that you bring to our company.

As we discussed during your interviews, you will be working as a management trainee in our corporate office, where our marketing and customer service departments are located. You will report directly to the Project Manager and be a member of our Executive Management Team. After finishing orientation for Junior Software Developers, your initial task will be to undergo training for 3 months in different projects under Senior Software Developers, evaluation would be done at the end of 3 months to assess your ability and also to be a permanent employee with the below stated package.

You will be classified as an exempt executive-level employee. Your initial compensation package includes a monthly salary **Rs.15,000/-**, depending upon your performance during your training period. You can be transferred to any part of India or abroad if the company requires.

After successful completion of the probation and review thereof, you will be entitled with other allowances and benefits whatsoever as per policies of the organization. Regular performance reviews will be done to assess your suitability.

In accepting our offer of employment, you certify your understanding that your employment will be on an at-will basis, and that neither you nor the Company has entered into a contract regarding the terms or the duration of your employment. As an at-will employee, you will be free to terminate your employment with the Company at any time, with or without cause, with a notice period of one month.

(1)

545/16, 4th Floor Dr. Rajkumar Road, Rajajinagar,
Bengaluru, Karnataka 560010.

We look forward to join our company and are confident that you will play a key role in our company's expansion into national and international markets.

To accept this job offer:

1. Sign and date this job offer letter where indicated below.
2. Required certificates: Mark sheet of the graduation or the PG's of the last appeared exam, 2 passport size photographs & work experience certificates (if you have any).
3. Rs.10000 in the name of NOBEL SOFTWARE payable at Coimbatore only Indian bank.

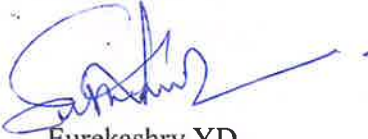
Note:

Your offer is valid only till 5th April 2018 candidates who don't respond with above credentials will be considered as not interested and their offer stands cancel.

Date: 20/12/2017

Place: Coimbatore

Sincerely,



Eurekaashry YD

(Assistant Manager - HR)



Date: 20/12/2017

Mr. Gopinath P

Ref No: NB/JSE/EGS-235

Dear **Mr.Gopinath P**

Nobel Software Technologies is pleased to offer you the position of **Junior Software Developer** for our organization. We are all excited about the potential that you bring to our company.

As we discussed during your interviews, you will be working as a management trainee in our corporate office, where our marketing and customer service departments are located. You will report directly to the Project Manager and be a member of our Executive Management Team. After finishing orientation for Junior Software Developers, your initial task will be to undergo training for 3 months in different projects under Senior Software Developers, evaluation would be done at the end of 3 months to assess your ability and also to be a permanent employee with the below stated package.

You will be classified as an exempt executive-level employee. Your initial compensation package includes a monthly salary **Rs.15,000/-**, depending upon your performance during your training period. You can be transferred to any part of India or abroad if the company requires.

After successful completion of the probation and review thereof, you will be entitled with other allowances and benefits whatsoever as per policies of the organization. Regular performance reviews will be done to assess your suitability.

In accepting our offer of employment, you certify your understanding that your employment will be on an at-will basis, and that neither you nor the Company has entered into a contract regarding the terms or the duration of your employment. As an at-will employee, you will be free to terminate your employment with the Company at any time, with or without cause, with a notice period of one month.

(1)

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Bengaluru, Karnataka 560010.

We look forward to join our company and are confident that you will play a key role in our company's expansion into national and international markets.

To accept this job offer:

1. Sign and date this job offer letter where indicated below.
2. Required certificates: Mark sheet of the graduation or the PG's of the last appeared exam, 2 passport size photographs & work experience certificates (if you have any).
3. Rs.10000 in the name of NOBEL SOFTWARE payable at Coimbatore only Indian bank.

Note:

Your offer is valid only till 5th April 2018 candidates who don't respond with above credentials will be considered as not interested and their offer stands cancel.

Date: 20/12/2017

Place: Coimbatore

Sincerely,



Eufekashry YD

(Assistant Manager - HR)



Date: 20/12/2017

Ms. Yoheswari S

Ref No: NB/JSE/EGS-236

Dear Ms.Yoheswari S

Nobel Software Technologies is pleased to offer you the position of **Junior Software Developer** for our organization. We are all excited about the potential that you bring to our company.

As we discussed during your interviews, you will be working as a management trainee in our corporate office, where our marketing and customer service departments are located. You will report directly to the Project Manager and be a member of our Executive Management Team. After finishing orientation for Junior Software Developers, your initial task will be to undergo training for 3 months in different projects under Senior Software Developers, evaluation would be done at the end of 3 months to assess your ability and also to be a permanent employee with the below stated package.

You will be classified as an exempt executive-level employee. Your initial compensation package includes a monthly salary **Rs.15,000/-**, depending upon your performance during your training period. You can be transferred to any part of India or abroad if the company requires.

After successful completion of the probation and review thereof, you will be entitled with other allowances and benefits whatsoever as per policies of the organization. Regular performance reviews will be done to assess your suitability.

In accepting our offer of employment, you certify your understanding that your employment will be on an at-will basis, and that neither you nor the Company has entered into a contract regarding the terms or the duration of your employment. As an at-will employee, you will be free to terminate your employment with the Company at any time, with or without cause, with a notice period of one month.

(1)

545/16, 4th Floor Dr. Rajkumar Road, Rajajinagar,
Bengaluru, Karnataka 560010.

We look forward to join our company and are confident that you will play a key role in our company's expansion into national and international markets.

To accept this job offer:

1. Sign and date this job offer letter where indicated below.
2. Required certificates: Mark sheet of the graduation or the PG's of the last appeared exam, 2 passport size photographs & work experience certificates (if you have any).
3. Rs.10000 in the name of NOBEL SOFTWARE payable at Coimbatore only Indian bank.


Note:

Your offer is valid only till 5th April 2018 candidates who don't respond with above credentials will be considered as not interested and their offer stands cancel.

Date: 20/12/2017

Place: Coimbatore

Sincerely,



Eurekaashry YD

(Assistant Manager - HR)

(2)

545/16, 4th Floor Dr. Rajkumar Road, Rajajinagar,
Bengaluru, Karnataka 560010.



Date: 20/12/2017

Ms. Gopperundevi

Ref No: NB/JSE/EGS-237

Dear **Ms.Gopperundevi**

Nobel Software Technologies is pleased to offer you the position of **Junior Software Developer** for our organization. We are all excited about the potential that you bring to our company.

As we discussed during your interviews, you will be working as a management trainee in our corporate office, where our marketing and customer service departments are located. You will report directly to the Project Manager and be a member of our Executive Management Team. After finishing orientation for Junior Software Developers, your initial task will be to undergo training for 3 months in different projects under Senior Software Developers, evaluation would be done at the end of 3 months to assess your ability and also to be a permanent employee with the below stated package.

You will be classified as an exempt executive-level employee. Your initial compensation package includes a monthly salary **Rs.15,000/-**, depending upon your performance during your training period. You can be transferred to any part of India or abroad if the company requires.

After successful completion of the probation and review thereof, you will be entitled with other allowances and benefits whatsoever as per policies of the organization. Regular performance reviews will be done to assess your suitability.

In accepting our offer of employment, you certify your understanding that your employment will be on an at-will basis, and that neither you nor the Company has entered into a contract regarding the terms or the duration of your employment. As an at-will employee, you will be free to terminate your employment with the Company at any time, with or without cause, with a notice period of one month.

(1)

545/16, 4th Floor Dr. Rajkumar Road, Rajajinagar,
Bengaluru, Karnataka 560010.

We look forward to join our company and are confident that you will play a key role in our company's expansion into national and international markets.

To accept this job offer:

1. Sign and date this job offer letter where indicated below.
2. Required certificates: Mark sheet of the graduation or the PG's of the last appeared exam, 2 passport size photographs & work experience certificates (if you have any).
3. Rs.10000 in the name of NOBEL SOFTWARE payable at Coimbatore only Indian bank.

Note:

Your offer is valid only till 5th April 2018 candidates who don't respond with above credentials will be considered as not interested and their offer stands cancel.

Date: 20/12/2017

Place: Coimbatore

Sincerely,



Eurekaashry YD

(Assistant Manager - HR)



Date: 20/12/2017

Ms. Kalaivani

Ref No: NB/JSE/EGS-238

Dear **Ms.Kalaivani**

Nobel Software Technologies is pleased to offer you the position of **Junior Software Developer** for our organization. We are all excited about the potential that you bring to our company.

As we discussed during your interviews, you will be working as a management trainee in our corporate office, where our marketing and customer service departments are located. You will report directly to the Project Manager and be a member of our Executive Management Team. After finishing orientation for Junior Software Developers, your initial task will be to undergo training for 3 months in different projects under Senior Software Developers, evaluation would be done at the end of 3 months to assess your ability and also to be a permanent employee with the below stated package.

You will be classified as an exempt executive-level employee. Your initial compensation package includes a monthly salary **Rs.15,000/-**, depending upon your performance during your training period. You can be transferred to any part of India or abroad if the company requires.

After successful completion of the probation and review thereof, you will be entitled with other allowances and benefits whatsoever as per policies of the organization. Regular performance reviews will be done to assess your suitability.

In accepting our offer of employment, you certify your understanding that your employment will be on an at-will basis, and that neither you nor the Company has entered into a contract regarding the terms or the duration of your employment. As an at-will employee, you will be free to terminate your employment with the Company at any time, with or without cause, with a notice period of one month.

(1)

545/16, 4th Floor Dr. Rajkumar Road, Rajajinagar,
Bengaluru, Karnataka 560010.

We look forward to join our company and are confident that you will play a key role in our company's expansion into national and international markets.

To accept this job offer:

1. Sign and date this job offer letter where indicated below.
2. Required certificates: Mark sheet of the graduation or the PG's of the last appeared exam, 2 passport size photographs & work experience certificates (if you have any).
3. Rs.10000 in the name of NOBEL SOFTWARE payable at Coimbatore only Indian bank.

Note:

Your offer is valid only till 5th April 2018 candidates who don't respond with above credentials will be considered as not interested and their offer stands cancel.

Date: 20/12/2017

Place: Coimbatore

Sincerely,



Eurekaashry YD

(Assistant Manager - HR)

PUMO/2018/AO/3816

Date: 02.07.2018

Letter of Appointment

To,

Mohamed Afzal.A
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer in PUMO TECH

Kind Attention: Mohamed Afzal.A

We are pleased to inform you that you have been appointed as **Jr. Testing Engineer** of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in '**PUMO TECH**' on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice or extend the probation period if required.
4. The Company may terminate your services even after the expiry of probation period without serving any notice, if Director of the Company believes that you are not performance is not statutory and assigned duties not discharged properly.
5. As a Junior Testing Engineer, you shall be responsible for:
 - Complying with all the provisions of the Companies Act, 2013 and the various Rules framed there under;
 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - Carrying out the instructions, directions and advice of the Director of the Company given to you, from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.
7. We look forward to your association with us for our collective future growth. You are requested to accept the said terms and conditions.

SALARY PACKAGE PER MONTH of Mohamed Afzal.A	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For Pumo Technovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2018/AO/3817

Date: 02.07.2018

Letter of Appointment

To,

Arivalagan M
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer in PUMO TECH

Kind Attention: Arivalagan M

We are pleased to inform you that you have been appointed as **Jr. Testing Engineer** of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice or extend the probation period if required.
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6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.
7. We look forward to your association with us for our collective future growth. You are requested to accept the said terms and conditions.

SALARY PACKAGE PER MONTH of Arivalagan M	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For Pumo Technovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2018/AO/3818

Date: 02.07.2018

Letter of Appointment

To,

Kalaiselvan A
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer in PUMO TECH

Kind Attention: Kalaiselvan A

We are pleased to inform you that you have been appointed as **Jr. Testing Engineer** of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice or extend the probation period if required.
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 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
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6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.
7. We look forward to your association with us for our collective future growth. You are requested to accept the said terms and conditions.

SALARY PACKAGE PER MONTH of Kalaiselvan A	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For Pumo Technovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2018/AO/3819

Date: 02.07.2018

Letter of Appointment

To,

Mohamed Faizal S
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer in PUMO TECH

Kind Attention: Mohamed Faizal S

We are pleased to inform you that you have been appointed as **Jr. Testing Engineer** of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
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7. We look forward to your association with us for our collective future growth. You are requested to accept the said terms and conditions.

SALARY PACKAGE PER MONTH of Mohamed Faizal S	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For Pumo Technovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2018/AO/3820

Date: 02.07.2018

Letter of Appointment

To,

Vignesh M
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer in PUMO TECH

Kind Attention: Vignesh M

We are pleased to inform you that you have been appointed as **Jr. Testing Engineer** of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in '**PUMO TECH**' on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
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 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
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6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.
7. We look forward to your association with us for our collective future growth. You are requested to accept the said terms and conditions.

SALARY PACKAGE PER MONTH of Vignesh M	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For Pumo Technovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2018/AO/3821

Date: 02.07.2018

Letter of Appointment

To,

Arun.B
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer in PUMO TECH

Kind Attention: Arun.B

We are pleased to inform you that you have been appointed as **Jr. Testing Engineer** of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in '**PUMO TECH**' on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
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 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - Carrying out the instructions, directions and advice of the Director of the Company given to you, from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.
7. We look forward to your association with us for our collective future growth. You are requested to accept the said terms and conditions.

SALARY PACKAGE PER MONTH of Arun.B	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For Pumo Technovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2018/AO/3822

Date: 02.07.2018

Letter of Appointment

To,

Natesh M
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer in PUMO TECH

Kind Attention: Natesh M

We are pleased to inform you that you have been appointed as **Jr. Testing Engineer** of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
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7. We look forward to your association with us for our collective future growth. You are requested to accept the said terms and conditions.

SALARY PACKAGE PER MONTH of Natesh M	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For Pumo Technovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2018/AO/3823

Date: 02.07.2018

Letter of Appointment

To,

Aravind R

Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer in PUMO TECH

Kind Attention: Aravind R

We are pleased to inform you that you have been appointed as **Jr. Testing Engineer** of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
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6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.

7. We look forward to your association with us for our collective future growth. You are requested to accept the said terms and conditions.

SALARY PACKAGE PER MONTH of Aravind R	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For Pumo Technovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2018/AO/3824

Date: 02.07.2018

Letter of Appointment

To,

Kaliyaperumal J
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer in PUMO TECH

Kind Attention: Kaliyaperumal J

We are pleased to inform you that you have been appointed as **Jr. Testing Engineer** of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in '**PUMO TECH**' on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
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 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
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6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.
7. We look forward to your association with us for our collective future growth. You are requested to accept the said terms and conditions.

SALARY PACKAGE PER MONTH of Kaliyaperumal J	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For Pumo Technovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2018/AO/3825

Date: 02.07.2018

Letter of Appointment

To,

Ajith Kumar G
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer in PUMO TECH

Kind Attention: Ajith Kumar G

We are pleased to inform you that you have been appointed as **Jr. Testing Engineer** of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
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 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
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6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.
7. We look forward to your association with us for our collective future growth. You are requested to accept the said terms and conditions.

SALARY PACKAGE PER MONTH of Ajith Kumar G	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For Pumo Technovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2018/AO/3826

Date: 02.07.2018

Letter of Appointment

To,

Gokulnath J
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer in PUMO TECH

Kind Attention: Gokulnath J

We are pleased to inform you that you have been appointed as **Jr. Testing Engineer** of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice or extend the probation period if required.
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6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.
7. We look forward to your association with us for our collective future growth. You are requested to accept the said terms and conditions.

SALARY PACKAGE PER MONTH of Gokulnath J	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For Pumo Technovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2018/AO/3827

Date: 02.07.2018

Letter of Appointment

To,

Nethaji T
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer in PUMO TECH

Kind Attention: Nethaji T

We are pleased to inform you that you have been appointed as **Jr. Testing Engineer** of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice or extend the probation period if required.
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 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
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6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.
7. We look forward to your association with us for our collective future growth. You are requested to accept the said terms and conditions.

SALARY PACKAGE PER MONTH of Nethaji T	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For Pumo Technovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2018/AO/3828

Date: 02.07.2018

Letter of Appointment

To,

Sathish M
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer in PUMO TECH

Kind Attention: Sathish M

We are pleased to inform you that you have been appointed as **Jr. Testing Engineer** of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice or extend the probation period if required.
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 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
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6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.
7. We look forward to your association with us for our collective future growth. You are requested to accept the said terms and conditions.

SALARY PACKAGE PER MONTH of Sathish M	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For Pumo Technovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2018/AO/3829

Date: 02.07.2018

Letter of Appointment

To,

Vinith K

Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer in PUMO TECH

Kind Attention: Vinith K

We are pleased to inform you that you have been appointed as **Jr. Testing Engineer** of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in '**PUMO TECH**' on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice or extend the probation period if required.
4. The Company may terminate your services even after the expiry of probation period without serving any notice, if Director of the Company believes that you are not performance is not statutory and assigned duties not discharged properly.
5. As a Junior Testing Engineer, you shall be responsible for:
 - Complying with all the provisions of the Companies Act, 2013 and the various Rules framed there under;
 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - Carrying out the instructions, directions and advice of the Director of the Company given to you, from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.
7. We look forward to your association with us for our collective future growth. You are requested to accept the said terms and conditions.

SALARY PACKAGE PER MONTH of Vinith K	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For Pumo Technovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

PUMO/2018/AO/3830

Date: 02.07.2018

Letter of Appointment

To,

Vivek S
Department of Mechanical Engineering,
EGSP Engineering College, Nagapattinam.

Subject: Appointment as Jr. Testing Engineer in PUMO TECH

Kind Attention: Vivek S

We are pleased to inform you that you have been appointed as **Jr. Testing Engineer** of our Company.

With reference to your application and the subsequent selection process you had with us, we hereby appoint you as the Jr. Testing Engineer in 'PUMO TECH' on the following terms and conditions:

1. You will be entitled to such amount of remuneration as may be determined by the company norms.
2. You shall be allowed casual leave/sick leave/festival holidays, weekly off days and earned leave as per rules of the Company.
3. There will be a probation period of six months. During the probation period, if your performance is not found satisfactory, the Company shall have the option to terminate your services without serving any notice or extend the probation period if required.
4. The Company may terminate your services even after the expiry of probation period without serving any notice, if Director of the Company believes that you are not performance is not statutory and assigned duties not discharged properly.
5. As a Junior Testing Engineer, you shall be responsible for:
 - Complying with all the provisions of the Companies Act, 2013 and the various Rules framed there under;
 - Maintaining all the statutory and non-statutory essential registers, books, files, records, papers etc.;
 - Preparing and filing with the Registrar of Companies and other concerned authorities the required forms, reports, returns, documents, papers etc. complete in all respects and within the prescribed periods; and
 - Carrying out the instructions, directions and advice of the Director of the Company given to you, from time to time.
6. You shall work with due diligence and using your abilities to the best. You shall obey the orders of the superior officers of the Company. You shall promote the interest of the Company and shall faithfully serve the Company.
7. We look forward to your association with us for our collective future growth. You are requested to accept the said terms and conditions.

SALARY PACKAGE PER MONTH of Vivek S	
Particulars	Amount (in Rs)
Basic salary	7500
HRA	3750
Conveyance Allowances	1600
Medical Allowances	1250
Special Allowances	900
Gross salary	15000

Thanks in advance

Regards,

For Pumo Technovation (IND) Pvt Ltd



A handwritten signature in black ink, appearing to read "Manoj KRN".

Manoj KRN
Corporate Projects Manager

Rtn. MPHF. P. Sundaravelu, B.E.,
Consulting Civil Engineer.



Ref ID: Salya/Nag/2018/108

23.03.2018

Appointment Order

Dear **Dhivakar K,**

We are pleased to offer you employment in **SALYA CONSTRUCTION**. We feel that your skill and background will be a valuable asset to our team. As per our decision, you are appointed for the position of **Junior Engineer** and your joining date will be on **02.04.2018**. Your total compensation package is Rupees **15,000/- per month**. If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us.

We look forward to welcoming you as a new employee in SALYA CONSTRUCTION.

SALYA CONSTRUCTION

Authorized signatory



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• Nagapattinam • Vailankanni • Tiruvarur • Karaikal • Mayiladuthurai

Rtn. MPHF. P. Sundaravelu, B.E.,
Consulting Civil Engineer.



Ref ID: Salya/Nag/2018/109

23.03.2018

Appointment Order

Dear **Renuga.B,**

We are pleased to offer you employment in **SALYA CONSTRUCTION**. We feel that your skill and background will be a valuable asset to our team. As per our decision, you are appointed for the position of **Junior Engineer** and your joining date will be on **02.04.2018**. Your total compensation package is Rupees **15,000/- per month**. If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us.

We look forward to welcoming you as a new employee in SALYA CONSTRUCTION.

SALYA CONSTRUCTION

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Rtn. MPHF. P. Sundaravelu, B.E.,
Consulting Civil Engineer.



Ref ID: Salya/Nag/2018/110

23.03.2018

Appointment Order

Dear **Bakiya V M,**

We are pleased to offer you employment in **SALYA CONSTRUCTION**. We feel that your skill and background will be a valuable asset to our team. As per our decision, you are appointed for the position of **Junior Engineer** and your joining date will be on **02.04.2018**. Your total compensation package is Rupees **15,000/- per month**. If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us.

We look forward to welcoming you as a new employee in SALYA CONSTRUCTION.

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• Nagapattinam • Vailankanni • Tiruvarur • Karaikal • Mayiladuthurai

Rtn. MPHF. P. Sundaravelu, B.E.,
Consulting Civil Engineer.



Ref ID: Salya/Nag/2018/111

23.03.2018

Appointment Order

Dear **Ajithkumar P,**

We are pleased to offer you employment in **SALYA CONSTRUCTION**. We feel that your skill and background will be a valuable asset to our team. As per our decision, you are appointed for the position of **Junior Engineer** and your joining date will be on **02.04.2018**. Your total compensation package is Rupees **15,000/- per month**. If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us.

We look forward to welcoming you as a new employee in SALYA CONSTRUCTION.

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Rtn. MPHF. P. Sundaravelu, B.E.,
Consulting Civil Engineer.



Ref ID: Salya/Nag/2018/112

23.03.2018

Appointment Order

Dear **Aravindh S,**

We are pleased to offer you employment in **SALYA CONSTRUCTION**. We feel that your skill and background will be a valuable asset to our team. As per our decision, you are appointed for the position of **Junior Engineer** and your joining date will be on **02.04.2018**. Your total compensation package is Rupees **15,000/- per month**. If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us.

We look forward to welcoming you as a new employee in SALYA CONSTRUCTION.

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Rtn. MPHF. P. Sundaravelu, B.E.,
Consulting Civil Engineer.



Ref ID: Salya/Nag/2018/113

23.03.2018

Appointment Order

Dear **Balasubramaniyan A,**

We are pleased to offer you employment in **SALYA CONSTRUCTION**. We feel that your skill and background will be a valuable asset to our team. As per our decision, you are appointed for the position of **Junior Engineer** and your joining date will be on **02.04.2018**. Your total compensation package is Rupees **15,000/- per month**. If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us.

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Rtn. MPHF. P. Sundaravelu, B.E.,
Consulting Civil Engineer.



Ref ID: Salya/Nag/2018/114

23.03.2018

Appointment Order

Dear **Dinesh Kumar S,**

We are pleased to offer you employment in **SALYA CONSTRUCTION**. We feel that your skill and background will be a valuable asset to our team. As per our decision, you are appointed for the position of **Junior Engineer** and your joining date will be on **02.04.2018**. Your total compensation package is Rupees **15,000/- per month**. If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us.

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Rtn. MPHF. P. Sundaravelu, B.E.,
Consulting Civil Engineer.



Ref ID: Salya/Nag/2018/115

23.03.2018

Appointment Order

Dear **Jayakesan V,**

We are pleased to offer you employment in **SALYA CONSTRUCTION**. We feel that your skill and background will be a valuable asset to our team. As per our decision, you are appointed for the position of **Junior Engineer** and your joining date will be on **02.04.2018**. Your total compensation package is Rupees **15,000/- per month**. If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us.

We look forward to welcoming you as a new employee in SALYA CONSTRUCTION.

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Rtn. MPHF. P. Sundaravelu, B.E.,
Consulting Civil Engineer.



Ref ID: Salya/Nag/2018/116

23.03.2018

Appointment Order

Dear **Kumaran A,**

We are pleased to offer you employment in **SALYA CONSTRUCTION**. We feel that your skill and background will be a valuable asset to our team. As per our decision, you are appointed for the position of **Junior Engineer** and your joining date will be on **02.04.2018**. Your total compensation package is Rupees **15,000/- per month**. If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us.

We look forward to welcoming you as a new employee in SALYA CONSTRUCTION.

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Rtn. MPHF. P. Sundaravelu, B.E.,
Consulting Civil Engineer.



Ref ID: Salya/Nag/2018/117

23.03.2018

Appointment Order

Dear **Manivelan M,**

We are pleased to offer you employment in **SALYA CONSTRUCTION**. We feel that your skill and background will be a valuable asset to our team. As per our decision, you are appointed for the position of **Junior Engineer** and your joining date will be on **02.04.2018**. Your total compensation package is Rupees **15,000/- per month**. If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us.

We look forward to welcoming you as a new employee in SALYA CONSTRUCTION.

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• Nagapattinam • Vailankanni • Tiruvarur • Karaikal • Mayiladuthurai

Rtn. MPHF. P. Sundaravelu, B.E.,
Consulting Civil Engineer.



Ref ID: Salya/Nag/2018/118

23.03.2018

Appointment Order

Dear **Merlin S,**

We are pleased to offer you employment in **SALYA CONSTRUCTION**. We feel that your skill and background will be a valuable asset to our team. As per our decision, you are appointed for the position of **Junior Engineer** and your joining date will be on **02.04.2018**. Your total compensation package is Rupees **15,000/- per month**. If you choose to accept this offer, please sign the second copy of this letter in the space provided and return it to us.

We look forward to welcoming you as a new employee in SALYA CONSTRUCTION.

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Cell: 98424 41315, 86673 72190 www.salya.insalyaconstruction@yahoo.com

• Nagapattinam • Vailankanni • Tiruvarur • Karaikal • Mayiladuthurai

DATE: 10.02.2018

REF NO: CAD/KUM/2018/16

Dear **Balamurugan A,**

With reference to your interview on February 02nd of 2018, we are happy to inform that you are **appointed** for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **June 30th 2018** (Reporting Time: 10:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

- 2 latest passport size photographs
- Government ID proof (Photocopy + Original for reference)
- Address Proof (Photocopy + Original for reference)
- 10th, 12th, Graduation and Post-Graduation (if any) education certificates (Photocopy + Original for reference only)
- Additional qualification certificate photocopies (if available).

You will be responsible for safekeeping and return in good condition and order of all Company property, which may be in your use, custody or charge. Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

COMPANY SEAL

AUTHORIZED SIGNATURE



Mr.SATHYA NARAYANAN
HR - CAD POINT

DATE: 10.02.2018

REF NO: CAD/KUM/2018/17

Dear **Karthikeswari K,**

With reference to your interview on February 02nd of 2018, we are happy to inform that you are **appointed** for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **June 30th 2018** (Reporting Time: 10:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

- 2 latest passport size photographs
- Government ID proof (Photocopy + Original for reference)
- Address Proof (Photocopy + Original for reference)
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COMPANY SEAL

AUTHORIZED SIGNATURE



Mr.SATHYA NARAYANAN
HR - CAD POINT

DATE: 10.02.2018

REF NO: CAD/KUM/2018/18

Dear **Kuna Vasanthan P,**

With reference to your interview on February 02nd of 2018, we are happy to inform that you are **appointed** for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **June 30th 2018** (Reporting Time: 10:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

- 2 latest passport size photographs
- Government ID proof (Photocopy + Original for reference)
- Address Proof (Photocopy + Original for reference)
- 10th, 12th, Graduation and Post-Graduation (if any) education certificates (Photocopy + Original for reference only)
- Additional qualification certificate photocopies (if available).

You will be responsible for safekeeping and return in good condition and order of all Company property, which may be in your use, custody or charge. Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

COMPANY SEAL

AUTHORIZED SIGNATURE



Mr.SATHYA NARAYANAN
HR - CAD POINT

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ISO 9001 : 2008 CERTIFIED COMPANY

DATE: 10.02.2018

REF NO: CAD/KUM/2018/19

Dear Mohanasundaram G,

With reference to your interview on February 02nd of 2018, we are happy to inform that you are **appointed** for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **June 30th 2018** (Reporting Time: 10:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

- 2 latest passport size photographs
- Government ID proof (Photocopy + Original for reference)
- Address Proof (Photocopy + Original for reference)
- 10th, 12th, Graduation and Post-Graduation (if any) education certificates (Photocopy + Original for reference only)
- Additional qualification certificate photocopies (if available).

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COMPANY SEAL

AUTHORIZED SIGNATURE



Mr.SATHYA NARAYANAN
HR - CAD POINT

Contact **Registered Office:** CADPOINT Engineering Solutions PVT LTD., Panchali Amman Kovil Street, Arumbakam, Chennai – 600106, Tamil Nadu, India, Ph. +91 9447266001. Email: info@cadpoint.in. www.cadpoint.in

DATE: 10.02.2018

REF NO: CAD/KUM/2018/20

Dear Manikandan S,

With reference to your interview on February 02nd of 2018, we are happy to inform that you are **appointed** for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **June 30th 2018** (Reporting Time: 10:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

- 2 latest passport size photographs
- Government ID proof (Photocopy + Original for reference)
- Address Proof (Photocopy + Original for reference)
- 10th, 12th, Graduation and Post-Graduation (if any) education certificates (Photocopy + Original for reference only)
- Additional qualification certificate photocopies (if available).

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COMPANY SEAL

AUTHORIZED SIGNATURE



Mr.SATHYA NARAYANAN
HR - CAD POINT

DATE: 10.02.2018

REF NO: CAD/KUM/2018/21

Dear Dinesh M,

With reference to your interview on February 02nd of 2018, we are happy to inform that you are **appointed** for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **June 30th 2018** (Reporting Time: 10:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

- 2 latest passport size photographs
- Government ID proof (Photocopy + Original for reference)
- Address Proof (Photocopy + Original for reference)
- 10th, 12th, Graduation and Post-Graduation (if any) education certificates (Photocopy + Original for reference only)
- Additional qualification certificate photocopies (if available).

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COMPANY SEAL

AUTHORIZED SIGNATURE



Mr.SATHYA NARAYANAN
HR - CAD POINT

DATE: 10.02.2018

REF NO: CAD/KUM/2018/22

Dear **Balamuralidharan N,**

With reference to your interview on February 02nd of 2018, we are happy to inform that you are **appointed** for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **June 30th 2018** (Reporting Time: 10:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

- 2 latest passport size photographs
- Government ID proof (Photocopy + Original for reference)
- Address Proof (Photocopy + Original for reference)
- 10th, 12th, Graduation and Post-Graduation (if any) education certificates (Photocopy + Original for reference only)
- Additional qualification certificate photocopies (if available).

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COMPANY SEAL

AUTHORIZED SIGNATURE



Mr.SATHYA NARAYANAN
HR - CAD POINT

CADPOINT®

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ISO 9001 : 2008 CERTIFIED COMPANY

DATE: 10.02.2018

REF NO: CAD/KUM/2018/23

Dear **Rameshbabu R,**

With reference to your interview on February 02nd of 2018, we are happy to inform that you are **appointed** for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **June 30th 2018** (Reporting Time: 10:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

- 2 latest passport size photographs
- Government ID proof (Photocopy + Original for reference)
- Address Proof (Photocopy + Original for reference)
- 10th, 12th, Graduation and Post-Graduation (if any) education certificates (Photocopy + Original for reference only)
- Additional qualification certificate photocopies (if available).

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COMPANY SEAL

AUTHORIZED SIGNATURE



Mr.SATHYA NARAYANAN
HR - CAD POINT

Contact **Registered Office:** CADPOINT Engineering Solutions PVT LTD., Panchali Amman Kovil Street, Arumbakam, Chennai – 600106, Tamil Nadu, India, Ph. +91 9447266001. Email:

info@cadpoint.in www.cadpoint.in

DATE: 10.02.2018

REF NO: CAD/KUM/2018/24

Dear **Harikrishnan K,**

With reference to your interview on February 02nd of 2018, we are happy to inform that you are **appointed** for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **June 30th 2018** (Reporting Time: 10:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

- 2 latest passport size photographs
- Government ID proof (Photocopy + Original for reference)
- Address Proof (Photocopy + Original for reference)
- 10th, 12th, Graduation and Post-Graduation (if any) education certificates (Photocopy + Original for reference only)
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COMPANY SEAL

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Mr.SATHYA NARAYANAN
HR - CAD POINT

DATE: 10.02.2018

REF NO: CAD/KUM/2018/25

Dear **Prasanth B,**

With reference to your interview on February 02nd of 2018, we are happy to inform that you are **appointed** for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **June 30th 2018** (Reporting Time: 10:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

- 2 latest passport size photographs
- Government ID proof (Photocopy + Original for reference)
- Address Proof (Photocopy + Original for reference)
- 10th, 12th, Graduation and Post-Graduation (if any) education certificates (Photocopy + Original for reference only)
- Additional qualification certificate photocopies (if available).

You will be responsible for safekeeping and return in good condition and order of all Company property, which may be in your use, custody or charge. Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

COMPANY SEAL

AUTHORIZED SIGNATURE



Mr.SATHYA NARAYANAN
HR - CAD POINT

CADPOINT®

AUTHORIZED TRAINING CENTRE

ISO 9001 : 2008 CERTIFIED COMPANY

DATE: 10.02.2018

REF NO: CAD/KUM/2018/26

Dear **Arul Prakash S,**

With reference to your interview on February 02nd of 2018, we are happy to inform that you are **appointed** for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **June 30th 2018** (Reporting Time: 10:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

- 2 latest passport size photographs
- Government ID proof (Photocopy + Original for reference)
- Address Proof (Photocopy + Original for reference)
- 10th, 12th, Graduation and Post-Graduation (if any) education certificates (Photocopy + Original for reference only)
- Additional qualification certificate photocopies (if available).

You will be responsible for safekeeping and return in good condition and order of all Company property, which may be in your use, custody or charge. Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

COMPANY SEAL

AUTHORIZED SIGNATURE



Mr.SATHYA NARAYANAN
HR - CAD POINT

Contact **Registered Office:** CADPOINT Engineering Solutions PVT LTD., Panchali Amman Kovil Street, Arumbakam, Chennai – 600106, Tamil Nadu, India, Ph. +91 9447266001. Email:

info@cadpoint.in. www.cadpoint.in

CADPOINT®

AUTHORIZED TRAINING CENTRE

ISO 9001 : 2008 CERTIFIED COMPANY

DATE: 10.02.2018

REF NO: CAD/KUM/2018/27

Dear **Rajkumar D,**

With reference to your interview on February 02nd of 2018, we are happy to inform that you are **appointed** for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **June 30th 2018** (Reporting Time: 10:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

- 2 latest passport size photographs
- Government ID proof (Photocopy + Original for reference)
- Address Proof (Photocopy + Original for reference)
- 10th, 12th, Graduation and Post-Graduation (if any) education certificates (Photocopy + Original for reference only)
- Additional qualification certificate photocopies (if available).

You will be responsible for safekeeping and return in good condition and order of all Company property, which may be in your use, custody or charge. Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

COMPANY SEAL

AUTHORIZED SIGNATURE



Mr.SATHYA NARAYANAN
HR - CAD POINT

Contact **Registered Office:** CADPOINT Engineering Solutions PVT LTD., Panchali Amman Kovil Street, Arumbakam, Chennai – 600106, Tamil Nadu, India, Ph. +91 9447266001. Email:

info@cadpoint.in. www.cadpoint.in

DATE: 10.02.2018

REF NO: CAD/KUM/2018/28

Dear **Adhithyan.E,**

With reference to your interview on February 02nd of 2018, we are happy to inform that you are **appointed** for the profile of **Design Engineer** in our company. You will get an annual CTC of **INR:1,75,000 / annum**. This amount also includes all fixed and variable salary components.

You are expected to join our company on **June 30th 2018** (Reporting Time: 10:00 AM) for further joining formalities. Therefore, you must bring below mentioned original copy (will be returned) of documents along with photocopies.

Contact Person: **Mr.SATHYA NARAYANAN (HR)**

List of documents required at the time of joining

- 2 latest passport size photographs
- Government ID proof (Photocopy + Original for reference)
- Address Proof (Photocopy + Original for reference)
- 10th, 12th, Graduation and Post-Graduation (if any) education certificates (Photocopy + Original for reference only)
- Additional qualification certificate photocopies (if available).

You will be responsible for safekeeping and return in good condition and order of all Company property, which may be in your use, custody or charge. Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

COMPANY SEAL

AUTHORIZED SIGNATURE



Mr.SATHYA NARAYANAN
HR - CAD POINT



Appointment letter

Dear Sathiyapriya.M,

Further to the interview you had with our executives at E.G.S Pillay Engineering College on 15-May-18, we are pleased to appoint you as Trainee Recruiter, Overseas Staffing in our company. The details of the appointment are as under:

1. Salary

NO.	COMPONENT	AMOUNT / YEAR (RS.)
1	Gross Salary	1,44,000.00
2 (a)	Employer Contribution to Provident Fund (Subject to your participation)	13,824.00
2 (b)	Group Life Insurance Cover	2,000.00
2 (c)	Personal Accident Insurance Group Cover	4,000.00
2 (d)	ESI (Employee's State Insurance) Cover	2,520.00
2 (e)	Group Medical Insurance Cover	8,000.00
3	Total Cost to Company/per annum	1,74,344.00

2. Terms

NO.	ITEM	DETAILS
1	Position	Trainee Recruiter, Overseas Staffing
2	Employee ID	Saavy/TR-OS/0215
3	Work Place	Chennai or Coimbatore
4	Joining Date	21-May-18
5	Work Hours	07:00 P.M to 04:00 A.M (This is subject to change)
6	Training Period	6 Months from the date of joining (The first two weeks will be induction training). Probation and training will run concurrently.
7	Benefits	During Training: <ul style="list-style-type: none">• Group Life Insurance Cover for self and ESI Cover Upon Confirmation: <ul style="list-style-type: none">• Leave• Group Medical Insurance Cover for self and spouse• Gratuity• Performance Incentive
8	Other Terms and Conditions	If you terminate the employment or cause us to terminate your employment within 18 months from the date of reporting, you shall pay an amount of Rs. 84,000 towards training costs. You shall submit the following certificates at the time of joining

		which will be returned up on completion of 18 months of employment – <ul style="list-style-type: none">• Secondary School Leaving Certificate (or equivalent)• Higher Secondary Course Certificate (or equivalent)• Degree Provisional Certificate (Will be returned upon verification)
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Please email us the following:

- a) Soft Copy of the resume
- b) Scanned photograph – Passport size (White background)
- c) Scanned Copy of the Secondary School Leaving Certificate and Higher Secondary Course Certificate

Please feel free to contact Mr. VR Krishnan, our Director-HR (Work: 43437043 / 31 / 20 / krishnanvr@savvy-it.com) should you have any questions or require additional information.

Thank you,



Vishnu Priya B

Savvysoft Technologies Pvt. Ltd.

Fathima Akhtar Court, V Floor, 453 Anna Salai, Teynampet, Chennai 600 018

Work: 91-44-43437031 | www.savvy-it.com



Appointment letter

Dear Sabarinathan. R,

Further to the interview you had with our executives at E.G.S Pillay Engineering College on 15-May-18, we are pleased to appoint you as Trainee Recruiter, Overseas Staffing in our company. The details of the appointment are as under:

1. Salary

NO.	COMPONENT	AMOUNT / YEAR (RS.)
1	Gross Salary	1,44,000.00
2 (a)	Employer Contribution to Provident Fund (Subject to your participation)	13,824.00
2 (b)	Group Life Insurance Cover	2,000.00
2 (c)	Personal Accident Insurance Group Cover	4,000.00
2 (d)	ESI (Employee's State Insurance) Cover	2,520.00
2 (e)	Group Medical Insurance Cover	8,000.00
3	Total Cost to Company/per annum	1,74,344.00

2. Terms

NO.	ITEM	DETAILS
1	Position	Trainee Recruiter, Overseas Staffing
2	Employee ID	Saavy/TR-OS/0216
3	Work Place	Chennai or Coimbatore
4	Joining Date	21-May-18
5	Work Hours	07:00 P.M to 04:00 A.M (This is subject to change)
6	Training Period	6 Months from the date of joining (The first two weeks will be induction training). Probation and training will run concurrently.
7	Benefits	During Training: <ul style="list-style-type: none">• Group Life Insurance Cover for self and ESI Cover Upon Confirmation: <ul style="list-style-type: none">• Leave• Group Medical Insurance Cover for self and spouse• Gratuity• Performance Incentive
8	Other Terms and Conditions	If you terminate the employment or cause us to terminate your employment within 18 months from the date of reporting, you shall pay an amount of Rs. 84,000 towards training costs. You shall submit the following certificates at the time of joining

	which will be returned up on completion of 18 months of employment – <ul style="list-style-type: none">• Secondary School Leaving Certificate (or equivalent)• Higher Secondary Course Certificate (or equivalent)• Degree Provisional Certificate (Will be returned upon verification)
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Please email us the following:

- a) Soft Copy of the resume
- b) Scanned photograph – Passport size (White background)
- c) Scanned Copy of the Secondary School Leaving Certificate and Higher Secondary Course Certificate

Please feel free to contact Mr. VR Krishnan, our Director-HR (Work: 43437043 / 31 / 20 / krishnanvr@savvy-it.com) should you have any questions or require additional information.

Thank you,



Vishnu Priya B

Savvysoft Technologies Pvt. Ltd.

Fathima Akhtar Court, V Floor, 453 Anna Salai, Teynampet, Chennai 600 018

Work: 91-44-43437031 | www.savvy-it.com



Appointment letter

Dear Kanimozhi R,

Further to the interview you had with our executives at E.G.S Pillay Engineering College on 15-May-18, we are pleased to appoint you as Trainee Recruiter, Overseas Staffing in our company. The details of the appointment are as under:

1. Salary

NO.	COMPONENT	AMOUNT / YEAR (RS.)
1	Gross Salary	1,44,000.00
2 (a)	Employer Contribution to Provident Fund (Subject to your participation)	13,824.00
2 (b)	Group Life Insurance Cover	2,000.00
2 (c)	Personal Accident Insurance Group Cover	4,000.00
2 (d)	ESI (Employee's State Insurance) Cover	2,520.00
2 (e)	Group Medical Insurance Cover	8,000.00
3	Total Cost to Company/per annum	1,74,344.00

2. Terms

NO.	ITEM	DETAILS
1	Position	Trainee Recruiter, Overseas Staffing
2	Employee ID	Saavy/TR-OS/0217
3	Work Place	Chennai or Coimbatore
4	Joining Date	21-May-18
5	Work Hours	07:00 P.M to 04:00 A.M (This is subject to change)
6	Training Period	6 Months from the date of joining (The first two weeks will be induction training). Probation and training will run concurrently.
7	Benefits	During Training: <ul style="list-style-type: none">• Group Life Insurance Cover for self and ESI Cover Upon Confirmation: <ul style="list-style-type: none">• Leave• Group Medical Insurance Cover for self and spouse• Gratuity• Performance Incentive
8	Other Terms and Conditions	If you terminate the employment or cause us to terminate your employment within 18 months from the date of reporting, you shall pay an amount of Rs. 84,000 towards training costs. You shall submit the following certificates at the time of joining

		which will be returned up on completion of 18 months of employment – <ul style="list-style-type: none">• Secondary School Leaving Certificate (or equivalent)• Higher Secondary Course Certificate (or equivalent)• Degree Provisional Certificate (Will be returned upon verification)
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Please email us the following:

- a) Soft Copy of the resume
- b) Scanned photograph – Passport size (White background)
- c) Scanned Copy of the Secondary School Leaving Certificate and Higher Secondary Course Certificate

Please feel free to contact Mr. VR Krishnan, our Director-HR (Work: 43437043 / 31 / 20 / krishnanvr@savvy-it.com) should you have any questions or require additional information.

Thank you,



Vishnu Priya B

Savvysoft Technologies Pvt. Ltd.:

Fathima Akhtar Court, V Floor, 453 Anna Salai, Teynampet, Chennai 600 018

Work: 91-44-43437031 | www.savvy-it.com



Appointment letter

Dear K.Kanimozhi,

Further to the interview you had with our executives at E.G.S Pillay Engineering College on 15-May-18, we are pleased to appoint you as Trainee Recruiter, Overseas Staffing in our company. The details of the appointment are as under:

1. Salary

NO.	COMPONENT	AMOUNT / YEAR (RS.)
1	Gross Salary	1,44,000.00
2 (a)	Employer Contribution to Provident Fund (Subject to your participation)	13,824.00
2 (b)	Group Life Insurance Cover	2,000.00
2 (c)	Personal Accident Insurance Group Cover	4,000.00
2 (d)	ESI (Employee's State Insurance) Cover	2,520.00
2 (e)	Group Medical Insurance Cover	8,000.00
3	Total Cost to Company/per annum	1,74,344.00

2. Terms

NO.	ITEM	DETAILS
1	Position	Trainee Recruiter, Overseas Staffing
2	Employee ID	Saavy/TR-OS/0218
3	Work Place	Chennai or Coimbatore
4	Joining Date	21-May-18
5	Work Hours	07:00 P.M to 04:00 A.M (This is subject to change)
6	Training Period	6 Months from the date of joining (The first two weeks will be induction training). Probation and training will run concurrently.
7	Benefits	During Training: <ul style="list-style-type: none">• Group Life Insurance Cover for self and ESI Cover Upon Confirmation: <ul style="list-style-type: none">• Leave• Group Medical Insurance Cover for self and spouse• Gratuity• Performance Incentive
8	Other Terms and Conditions	If you terminate the employment or cause us to terminate your employment within 18 months from the date of reporting, you shall pay an amount of Rs. 84,000 towards training costs. You shall submit the following certificates at the time of joining

		which will be returned up on completion of 18 months of employment – <ul style="list-style-type: none">• Secondary School Leaving Certificate (or equivalent)• Higher Secondary Course Certificate (or equivalent)• Degree Provisional Certificate (Will be returned upon verification)
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Please email us the following:

- a) Soft Copy of the resume
- b) Scanned photograph – Passport size (White background)
- c) Scanned Copy of the Secondary School Leaving Certificate and Higher Secondary Course Certificate

Please feel free to contact Mr. VR Krishnan, our Director-HR (Work: 43437043 / 31 / 20 / krishnanvr@savvy-it.com) should you have any questions or require additional information.

Thank you,



Vishnu Priya B

Savvysoft Technologies Pvt. Ltd.

Fathima Akhtar Court, V Floor, 453 Anna Salai, Teynampet, Chennai 600 018

Work: 91-44-43437031 | www.savvy-it.com



Appointment letter

Dear Ramya R,

Further to the interview you had with our executives at E.G.S Pillay Engineering College on 15-May-18, we are pleased to appoint you as Trainee Recruiter, Overseas Staffing in our company. The details of the appointment are as under:

1. Salary

NO.	COMPONENT	AMOUNT / YEAR (RS.)
1	Gross Salary	1,44,000.00
2 (a)	Employer Contribution to Provident Fund (Subject to your participation)	13,824.00
2 (b)	Group Life Insurance Cover	2,000.00
2 (c)	Personal Accident Insurance Group Cover	4,000.00
2 (d)	ESI (Employee's State Insurance) Cover	2,520.00
2 (e)	Group Medical Insurance Cover	8,000.00
3	Total Cost to Company/per annum	1,74,344.00

2. Terms

NO.	ITEM	DETAILS
1	Position	Trainee Recruiter, Overseas Staffing
2	Employee ID	Saavy/TR-OS/0219
3	Work Place	Chennai or Coimbatore
4	Joining Date	21-May-18
5	Work Hours	07:00 P.M to 04:00 A.M (This is subject to change)
6	Training Period	6 Months from the date of joining (The first two weeks will be induction training). Probation and training will run concurrently.
7	Benefits	During Training: <ul style="list-style-type: none">• Group Life Insurance Cover for self and ESI Cover Upon Confirmation: <ul style="list-style-type: none">• Leave• Group Medical Insurance Cover for self and spouse• Gratuity• Performance Incentive
8	Other Terms and Conditions	If you terminate the employment or cause us to terminate your employment within 18 months from the date of reporting, you shall pay an amount of Rs. 84,000 towards training costs. You shall submit the following certificates at the time of joining

		which will be returned up on completion of 18 months of employment – <ul style="list-style-type: none">• Secondary School Leaving Certificate (or equivalent)• Higher Secondary Course Certificate (or equivalent)• Degree Provisional Certificate (Will be returned upon verification)
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Please email us the following:

- a) Soft Copy of the resume
- b) Scanned photograph – Passport size (White background)
- c) Scanned Copy of the Secondary School Leaving Certificate and Higher Secondary Course Certificate

Please feel free to contact Mr. VR Krishnan, our Director-HR (Work: 43437043 / 31 / 20 / krishnanvr@savvy-it.com) should you have any questions or require additional information.

Thank you,



Vishnu Priya B

Savvysoft Technologies Pvt. Ltd.

Fathima Akhtar Court, V Floor, 453 Anna Salai, Teynampet, Chennai 600 018

Work: 91-44-43437031 | www.savvy-it.com



Appointment letter

Dear Ranjith R,

Further to the interview you had with our executives at E.G.S Pillay Engineering College on 15-May-18, we are pleased to appoint you as Trainee Recruiter, Overseas Staffing in our company. The details of the appointment are as under:

1. Salary

NO.	COMPONENT	AMOUNT / YEAR (RS.)
1	Gross Salary	1,44,000.00
2 (a)	Employer Contribution to Provident Fund (Subject to your participation)	13,824.00
2 (b)	Group Life Insurance Cover	2,000.00
2 (c)	Personal Accident Insurance Group Cover	4,000.00
2 (d)	ESI (Employee's State Insurance) Cover	2,520.00
2 (e)	Group Medical Insurance Cover	8,000.00
3	Total Cost to Company/per annum	1,74,344.00

2. Terms

NO.	ITEM	DETAILS
1	Position	Trainee Recruiter, Overseas Staffing
2	Employee ID	Saavy/TR-OS/0220
3	Work Place	Chennai or Coimbatore
4	Joining Date	21-May-18
5	Work Hours	07:00 P.M to 04:00 A.M (This is subject to change)
6	Training Period	6 Months from the date of joining (The first two weeks will be induction training). Probation and training will run concurrently.
7	Benefits	During Training: • Group Life Insurance Cover for self and ESI Cover Upon Confirmation: • Leave • Group Medical Insurance Cover for self and spouse • Gratuity • Performance Incentive
8	Other Terms and Conditions	If you terminate the employment or cause us to terminate your employment within 18 months from the date of reporting, you shall pay an amount of Rs. 84,000 towards training costs. You shall submit the following certificates at the time of joining

		which will be returned up on completion of 18 months of employment – <ul style="list-style-type: none">• Secondary School Leaving Certificate (or equivalent)• Higher Secondary Course Certificate (or equivalent)• Degree Provisional Certificate (Will be returned upon verification)
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Please email us the following:

- a) Soft Copy of the resume
- b) Scanned photograph – Passport size (White background)
- c) Scanned Copy of the Secondary School Leaving Certificate and Higher Secondary Course Certificate

Please feel free to contact Mr. VR Krishnan, our Director-HR (Work: 43437043 / 31 / 20 / krishnanvr@savvy-it.com) should you have any questions or require additional information.

Thank you,



Vishnu Priya B

Savvysoft Technologies Pvt. Ltd.

Fathima Akhtar Court, V Floor, 453 Anna Salai, Teynampet, Chennai 600 018

Work: 91-44-43437031 | www.savvy-it.com



Appointment letter

Dear T.Kalki,

Further to the interview you had with our executives at E.G.S Pillay Engineering College on 15-May-18, we are pleased to appoint you as Trainee Recruiter, Overseas Staffing in our company. The details of the appointment are as under:

1. Salary

NO.	COMPONENT	AMOUNT / YEAR (RS.)
1	Gross Salary	1,44,000.00
2 (a)	Employer Contribution to Provident Fund (Subject to your participation)	13,824.00
2 (b)	Group Life Insurance Cover	2,000.00
2 (c)	Personal Accident Insurance Group Cover	4,000.00
2 (d)	ESI (Employee's State Insurance) Cover	2,520.00
2 (e)	Group Medical Insurance Cover	8,000.00
3	Total Cost to Company/per annum	1,74,344.00

2. Terms

NO.	ITEM	DETAILS
1	Position	Trainee Recruiter, Overseas Staffing
2	Employee ID	Saavy/TR-OS/0221
3	Work Place	Chennai or Coimbatore
4	Joining Date	21-May-18
5	Work Hours	07:00 P.M to 04:00 A.M (This is subject to change)
6	Training Period	6 Months from the date of joining (The first two weeks will be induction training). Probation and training will run concurrently.
7	Benefits	During Training: <ul style="list-style-type: none">• Group Life Insurance Cover for self and ESI Cover Upon Confirmation: <ul style="list-style-type: none">• Leave• Group Medical Insurance Cover for self and spouse• Gratuity• Performance Incentive
8	Other Terms and Conditions	If you terminate the employment or cause us to terminate your employment within 18 months from the date of reporting, you shall pay an amount of Rs. 84,000 towards training costs. You shall submit the following certificates at the time of joining

		which will be returned up on completion of 18 months of employment – <ul style="list-style-type: none">• Secondary School Leaving Certificate (or equivalent)• Higher Secondary Course Certificate (or equivalent)• Degree Provisional Certificate (Will be returned upon verification)
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Please email us the following:

- a) Soft Copy of the resume
- b) Scanned photograph – Passport size (White background)
- c) Scanned Copy of the Secondary School Leaving Certificate and Higher Secondary Course Certificate

Please feel free to contact Mr. VR Krishnan, our Director-HR (Work: 43437043 / 31 / 20 / krishnanvr@savvy-it.com) should you have any questions or require additional information.

Thank you,



Vishnu Priya B

Savvysoft Technologies Pvt. Ltd.

Fathima Akhtar Court, V Floor, 453 Anna Salai, Teynampet, Chennai 600 018

Work: 91-44-43437031 | www.savvy-it.com



Appointment letter

Dear Rajesh R,

Further to the interview you had with our executives at E.G.S Pillay Engineering College on 15-May-18, we are pleased to appoint you as Trainee Recruiter, Overseas Staffing in our company. The details of the appointment are as under:

1. Salary

NO.	COMPONENT	AMOUNT / YEAR (RS.)
1	Gross Salary	1,44,000.00
2 (a)	Employer Contribution to Provident Fund (Subject to your participation)	13,824.00
2 (b)	Group Life Insurance Cover	2,000.00
2 (c)	Personal Accident Insurance Group Cover	4,000.00
2 (d)	ESI (Employee's State Insurance) Cover	2,520.00
2 (e)	Group Medical Insurance Cover	8,000.00
3	Total Cost to Company/per annum	1,74,344.00

2. Terms

NO.	ITEM	DETAILS
1	Position	Trainee Recruiter, Overseas Staffing
2	Employee ID	Saavy/TR-OS/0222
3	Work Place	Chennai or Coimbatore
4	Joining Date	21-May-18
5	Work Hours	07:00 P.M to 04:00 A.M (This is subject to change)
6	Training Period	6 Months from the date of joining (The first two weeks will be induction training). Probation and training will run concurrently.
7	Benefits	During Training: <ul style="list-style-type: none">• Group Life Insurance Cover for self and ESI Cover Upon Confirmation: <ul style="list-style-type: none">• Leave• Group Medical Insurance Cover for self and spouse• Gratuity• Performance Incentive
8	Other Terms and Conditions	If you terminate the employment or cause us to terminate your employment within 18 months from the date of reporting, you shall pay an amount of Rs. 84,000 towards training costs. You shall submit the following certificates at the time of joining

		which will be returned up on completion of 18 months of employment – <ul style="list-style-type: none">• Secondary School Leaving Certificate (or equivalent)• Higher Secondary Course Certificate (or equivalent)• Degree Provisional Certificate (Will be returned upon verification)
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Please email us the following:

- a) Soft Copy of the resume
- b) Scanned photograph – Passport size (White background)
- c) Scanned Copy of the Secondary School Leaving Certificate and Higher Secondary Course Certificate

Please feel free to contact Mr. VR Krishnan, our Director-HR (Work: 43437043 / 31 / 20 / krishnanvr@savvy-it.com) should you have any questions or require additional information.

Thank you,



Vishnu Priya B

Savvysoft Technologies Pvt. Ltd.

Fathima Akhtar Court, V Floor, 453 Anna Salai, Teynampet, Chennai 600 018

Work: 91-44-43437031 | www.savvy-it.com



Appointment letter

Dear Madhavi,

Further to the interview you had with our executives at E.G.S Pillay Engineering College on 15-May-18, we are pleased to appoint you as Trainee Recruiter, Overseas Staffing in our company. The details of the appointment are as under:

1. Salary

NO.	COMPONENT	AMOUNT / YEAR (RS.)
1	Gross Salary	1,44,000.00
2 (a)	Employer Contribution to Provident Fund (Subject to your participation)	13,824.00
2 (b)	Group Life Insurance Cover	2,000.00
2 (c)	Personal Accident Insurance Group Cover	4,000.00
2 (d)	ESI (Employee's State Insurance) Cover	2,520.00
2 (e)	Group Medical Insurance Cover	8,000.00
3	Total Cost to Company/per annum	1,74,344.00

2. Terms

NO.	ITEM	DETAILS
1	Position	Trainee Recruiter, Overseas Staffing
2	Employee ID	Saavy/TR-OS/0223
3	Work Place	Chennai or Coimbatore
4	Joining Date	21-May-18
5	Work Hours	07:00 P.M to 04:00 A.M (This is subject to change)
6	Training Period	6 Months from the date of joining (The first two weeks will be induction training). Probation and training will run concurrently.
7	Benefits	During Training: <ul style="list-style-type: none">• Group Life Insurance Cover for self and ESI Cover Upon Confirmation: <ul style="list-style-type: none">• Leave• Group Medical Insurance Cover for self and spouse• Gratuity• Performance Incentive
8	Other Terms and Conditions	If you terminate the employment or cause us to terminate your employment within 18 months from the date of reporting, you shall pay an amount of Rs. 84,000 towards training costs. You shall submit the following certificates at the time of joining

		which will be returned up on completion of 18 months of employment – <ul style="list-style-type: none">• Secondary School Leaving Certificate (or equivalent)• Higher Secondary Course Certificate (or equivalent)• Degree Provisional Certificate (Will be returned upon verification)
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Please email us the following:

- a) Soft Copy of the resume
- b) Scanned photograph – Passport size (White background)
- c) Scanned Copy of the Secondary School Leaving Certificate and Higher Secondary Course Certificate

Please feel free to contact Mr. VR Krishnan, our Director-HR (Work: 43437043 / 31. / 20 / krishnanvr@savvy-it.com) should you have any questions or require additional information.

Thank you,



Vishnu Priya B

Savvysoft Technologies Pvt. Ltd.

Fathima Akhtar Court, V Floor, 453 Anna Salai, Teynampet, Chennai 600 018

Work: 91-44-43437031 | www.savvy-it.com



Appointment letter

Dear Prakash,

Further to the interview you had with our executives at E.G.S Pillay Engineering College on 15-May-18, we are pleased to appoint you as Trainee Recruiter, Overseas Staffing in our company. The details of the appointment are as under:

1. Salary

NO.	COMPONENT	AMOUNT / YEAR (RS.)
1	Gross Salary	1,44,000.00
2 (a)	Employer Contribution to Provident Fund (Subject to your participation)	13,824.00
2 (b)	Group Life Insurance Cover	2,000.00
2 (c)	Personal Accident Insurance Group Cover	4,000.00
2 (d)	ESI (Employee's State Insurance) Cover	2,520.00
2 (e)	Group Medical Insurance Cover	8,000.00
3	Total Cost to Company/per annum	1,74,344.00

2. Terms

NO.	ITEM	DETAILS
1	Position	Trainee Recruiter, Overseas Staffing
2	Employee ID	Saavy/TR-OS/0224
3	Work Place	Chennai or Coimbatore
4	Joining Date	21-May-18
5	Work Hours	07:00 P.M to 04:00 A.M (This is subject to change)
6	Training Period	6 Months from the date of joining (The first two weeks will be induction training). Probation and training will run concurrently.
7	Benefits	During Training: <ul style="list-style-type: none">• Group Life Insurance Cover for self and ESI Cover Upon Confirmation: <ul style="list-style-type: none">• Leave• Group Medical Insurance Cover for self and spouse• Gratuity• Performance Incentive
8	Other Terms and Conditions	If you terminate the employment or cause us to terminate your employment within 18 months from the date of reporting, you shall pay an amount of Rs. 84,000 towards training costs. You shall submit the following certificates at the time of joining

		which will be returned up on completion of 18 months of employment – <ul style="list-style-type: none">• Secondary School Leaving Certificate (or equivalent)• Higher Secondary Course Certificate (or equivalent)• Degree Provisional Certificate (Will be returned upon verification)
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Please email us the following:

- a) Soft Copy of the resume
- b) Scanned photograph – Passport size (White background)
- c) Scanned Copy of the Secondary School Leaving Certificate and Higher Secondary Course Certificate

Please feel free to contact Mr. VR Krishnan, our Director-HR (Work: 43437043 / 31 / 20 / krishnanvr@savvy-it.com) should you have any questions or require additional information.

Thank you,



Vishnu Priya B

Savvysoft Technologies Pvt. Ltd.

Fathima Akhtar Court, V Floor, 453 Anna Salai, Teynampet, Chennai 600 018

Work: 91-44-43437031 | www.savvy-it.com



Appointment letter

Dear Sathiyam,

Further to the interview you had with our executives at E.G.S Pillay Engineering College on 15-May-18, we are pleased to appoint you as Trainee Recruiter, Overseas Staffing in our company. The details of the appointment are as under:

1. Salary

NO.	COMPONENT	AMOUNT / YEAR (RS.)
1	Gross Salary	1,44,000.00
2 (a)	Employer Contribution to Provident Fund (Subject to your participation)	13,824.00
2 (b)	Group Life Insurance Cover	2,000.00
2 (c)	Personal Accident Insurance Group Cover	4,000.00
2 (d)	ESI (Employee's State Insurance) Cover	2,520.00
2 (e)	Group Medical Insurance Cover	8,000.00
3	Total Cost to Company/per annum	1,74,344.00

2. Terms

NO.	ITEM	DETAILS
1	Position	Trainee Recruiter, Overseas Staffing
2	Employee ID	Saavy/TR-OS/0225
3	Work Place	Chennai or Coimbatore
4	Joining Date	21-May-18
5	Work Hours	07:00 P.M to 04:00 A.M (This is subject to change)
6	Training Period	6 Months from the date of joining (The first two weeks will be induction training). Probation and training will run concurrently.
7	Benefits	During Training: <ul style="list-style-type: none">• Group Life Insurance Cover for self and ESI Cover Upon Confirmation: <ul style="list-style-type: none">• Leave• Group Medical Insurance Cover for self and spouse• Gratuity• Performance Incentive
8	Other Terms and Conditions	If you terminate the employment or cause us to terminate your employment within 18 months from the date of reporting, you shall pay an amount of Rs. 84,000 towards training costs. You shall submit the following certificates at the time of joining

		which will be returned up on completion of -18 months of employment – <ul style="list-style-type: none">• Secondary School Leaving Certificate (or equivalent)• Higher Secondary Course Certificate (or equivalent)• Degree Provisional Certificate (Will be returned upon verification)
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Please email us the following:

- a) Soft Copy of the resume
- b) Scanned photograph – Passport size (White background)
- c) Scanned Copy of the Secondary School Leaving Certificate and Higher Secondary Course Certificate

Please feel free to contact Mr. VR Krishnan, our Director-HR (Work: 43437043 / 31 / 20 / krishnanvr@savvy-it.com) should you have any questions or require additional information.

Thank you,



Vishnu Priya B

Savvysoft Technologies Pvt. Ltd.

Fathima Akhtar Court, V Floor, 453 Anna Salai, Teynampet, Chennai 600 018

Work: 91-44-43437031 | www.savvy-it.com



Appointment letter

Dear Stalin,

Further to the interview you had with our executives at E.G.S Pillay Engineering College on 15-May-18, we are pleased to appoint you as Trainee Recruiter, Overseas Staffing in our company. The details of the appointment are as under:

1. Salary

NO.	COMPONENT	AMOUNT / YEAR (RS.)
1	Gross Salary	1,44,000.00
2 (a)	Employer Contribution to Provident Fund (Subject to your participation)	13,824.00
2 (b)	Group Life Insurance Cover	2,000.00
2 (c)	Personal Accident Insurance Group Cover	4,000.00
2 (d)	ESI (Employee's State Insurance) Cover	2,520.00
2 (e)	Group Medical Insurance Cover	8,000.00
3	Total Cost to Company/per annum	1,74,344.00

2. Terms

NO.	ITEM	DETAILS
1	Position	Trainee Recruiter, Overseas Staffing
2	Employee ID	Saavy/TR-OS/0226
3	Work Place	Chennai or Coimbatore
4	Joining Date	21-May-18
5	Work Hours	07:00 P.M to 04:00 A.M (This is subject to change)
6	Training Period	6 Months from the date of joining (The first two weeks will be induction training). Probation and training will run concurrently.
7	Benefits	During Training: <ul style="list-style-type: none">• Group Life Insurance Cover for self and ESI Cover Upon Confirmation: <ul style="list-style-type: none">• Leave• Group Medical Insurance Cover for self and spouse• Gratuity• Performance Incentive
8	Other Terms and Conditions	If you terminate the employment or cause us to terminate your employment within 18 months from the date of reporting, you shall pay an amount of Rs. 84,000 towards training costs. You shall submit the following certificates at the time of joining

		which will be returned up on completion of 18 months of employment – <ul style="list-style-type: none">• Secondary School Leaving Certificate (or equivalent)• Higher Secondary Course Certificate (or equivalent)• Degree Provisional Certificate (Will be returned upon verification)
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Please email us the following:

- a) Soft Copy of the resume
- b) Scanned photograph – Passport size (White background)
- c) Scanned Copy of the Secondary School Leaving Certificate and Higher Secondary Course Certificate

Please feel free to contact Mr. VR Krishnan, our Director-HR (Work: 43437043 / 31 / 20 / krishnanvr@savvy-it.com) should you have any questions or require additional information.

Thank you,



Vishnu Priya B

Savvysoft Technologies Pvt. Ltd.

Fathima Akhtar Court, V Floor, 453 Anna Salai, Teynampet, Chennai 600 018

Work: 91-44-43437031 | www.savvy-it.com



Appointment letter

Dear Sindhulakshmi,

Further to the interview you had with our executives at E.G.S Pillay Engineering College on 15-May-18, we are pleased to appoint you as Trainee Recruiter, Overseas Staffing in our company. The details of the appointment are as under:

1. Salary

NO.	COMPONENT	AMOUNT / YEAR (RS.)
1	Gross Salary	1,44,000.00
2 (a)	Employer Contribution to Provident Fund (Subject to your participation)	13,824.00
2 (b)	Group Life Insurance Cover	2,000.00
2 (c)	Personal Accident Insurance Group Cover	4,000.00
2 (d)	ESI (Employee's State Insurance) Cover	2,520.00
2 (e)	Group Medical Insurance Cover	8,000.00
3	Total Cost to Company/per annum	1,74,344.00

2. Terms

NO.	ITEM	DETAILS
1	Position	Trainee Recruiter, Overseas Staffing
2	Employee ID	Saavy/TR-OS/0227
3	Work Place	Chennai or Coimbatore
4	Joining Date	21-May-18
5	Work Hours	07:00 P.M to 04:00 A.M (This is subject to change)
6	Training Period	6 Months from the date of joining (The first two weeks will be induction training). Probation and training will run concurrently.
7	Benefits	During Training: <ul style="list-style-type: none">• Group Life Insurance Cover for self and ESI Cover Upon Confirmation: <ul style="list-style-type: none">• Leave• Group Medical Insurance Cover for self and spouse• Gratuity• Performance Incentive
8	Other Terms and Conditions	If you terminate the employment or cause us to terminate your employment within 18 months from the date of reporting, you shall pay an amount of Rs. 84,000 towards training costs. You shall submit the following certificates at the time of joining

		which will be returned up on completion of 18 months of employment – <ul style="list-style-type: none">• Secondary School Leaving Certificate (or equivalent)• Higher Secondary Course Certificate (or equivalent)• Degree Provisional Certificate (Will be returned upon verification)
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Please email us the following:

- a) Soft Copy of the resume
- b) Scanned photograph – Passport size (White background)
- c) Scanned Copy of the Secondary School Leaving Certificate and Higher Secondary Course Certificate

Please feel free to contact Mr. VR Krishnan, our Director-HR (Work: 43437043 / 31 / 20 / krishnanvr@savvy-it.com) should you have any questions or require additional information.

Thank you,



Vishnu Priya B

Savvysoft Technologies Pvt. Ltd.

Fathima Akhtar Court, V Floor, 453 Anna Salai, Teynampet, Chennai 600 018

Work: 91-44-43437031 | www.savvy-it.com



Appointment letter

Dear Swathi,

Further to the interview you had with our executives at E.G.S Pillay Engineering College on 15-May-18, we are pleased to appoint you as Trainee Recruiter, Overseas Staffing in our company. The details of the appointment are as under:

1. Salary

NO.	COMPONENT	AMOUNT / YEAR (RS.)
1	Gross Salary	1,44,000.00
2 (a)	Employer Contribution to Provident Fund (Subject to your participation)	13,824.00
2 (b)	Group Life Insurance Cover	2,000.00
2 (c)	Personal Accident Insurance Group Cover	4,000.00
2 (d)	ESI (Employee's State Insurance) Cover	2,520.00
2 (e)	Group Medical Insurance Cover	8,000.00
3	Total Cost to Company/per annum	1,74,344.00

2. Terms

NO.	ITEM	DETAILS
1	Position	Trainee Recruiter, Overseas Staffing
2	Employee ID	Saavy/TR-OS/0228
3	Work Place	Chennai or Coimbatore
4	Joining Date	21-May-18
5	Work Hours	07:00 P.M to 04:00 A.M (This is subject to change)
6	Training Period	6 Months from the date of joining (The first two weeks will be induction training). Probation and training will run concurrently.
7	Benefits	During Training: <ul style="list-style-type: none">• Group Life Insurance Cover for self and ESI Cover Upon Confirmation: <ul style="list-style-type: none">• Leave• Group Medical Insurance Cover for self and spouse• Gratuity• Performance Incentive
8	Other Terms and Conditions	If you terminate the employment or cause us to terminate your employment within 18 months from the date of reporting, you shall pay an amount of Rs. 84,000 towards training costs. You shall submit the following certificates at the time of joining

		which will be returned up on completion of 18 months of employment – <ul style="list-style-type: none">• Secondary School Leaving Certificate (or equivalent)• Higher Secondary Course Certificate (or equivalent)• Degree Provisional Certificate (Will be returned upon verification)
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Please email us the following:

- a) Soft Copy of the resume
- b) Scanned photograph – Passport size (White background)
- c) Scanned Copy of the Secondary School Leaving Certificate and Higher Secondary Course Certificate

Please feel free to contact Mr. VR Krishnan, our Director-HR (Work: 43437043 / 31 / 20 / krishnanvr@savvy-it.com) should you have any questions or require additional information.

Thank you,



Vishnu Priya B

Savvysoft Technologies Pvt. Ltd.

Fathima Akhtar Court, V Floor, 453 Anna Salai, Teynampet, Chennai 600 018

Work: 91-44-43437031 | www.savvy-it.com



Appointment letter

Dear Praveenkumar M,

Further to the interview you had with our executives at E.G.S Pillay Engineering College on 15-May-18, we are pleased to appoint you as Trainee Recruiter, Overseas Staffing in our company. The details of the appointment are as under:

1. Salary

NO.	COMPONENT	AMOUNT / YEAR (RS.)
1	Gross Salary	1,44,000.00
2 (a)	Employer Contribution to Provident Fund (Subject to your participation)	13,824.00
2 (b)	Group Life Insurance Cover	2,000.00
2 (c)	Personal Accident Insurance Group Cover	4,000.00
2 (d)	ESI (Employee's State Insurance) Cover	2,520.00
2 (e)	Group Medical Insurance Cover	8,000.00
3	Total Cost to Company/per annum	1,74,344.00

2. Terms

NO.	ITEM	DETAILS
1	Position	Trainee Recruiter, Overseas Staffing
2	Employee ID	Saavy/TR-OS/0229
3	Work Place	Chennai or Coimbatore
4	Joining Date	21-May-18
5	Work Hours	07:00 P.M to 04:00 A.M (This is subject to change)
6	Training Period	6 Months from the date of joining (The first two weeks will be induction training). Probation and training will run concurrently.
7	Benefits	During Training: <ul style="list-style-type: none">• Group Life Insurance Cover for self and ESI-Cover Upon Confirmation: <ul style="list-style-type: none">• Leave• Group Medical Insurance Cover for self and spouse• Gratuity• Performance Incentive
8	Other Terms and Conditions	If you terminate the employment or cause us to terminate your employment within 18 months from the date of reporting, you shall pay an amount of Rs. 84,000 towards training costs. You shall submit the following certificates at the time of joining

	which will be returned up on completion of 18 months of employment – <ul style="list-style-type: none">• Secondary School Leaving Certificate (or equivalent)• Higher Secondary Course Certificate (or equivalent)• Degree Provisional Certificate (Will be returned upon verification)
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Please email us the following:

- a) Soft Copy of the resume
- b) Scanned photograph – Passport size (White background)
- c) Scanned Copy of the Secondary School Leaving Certificate and Higher Secondary Course Certificate

Please feel free to contact Mr. VR Krishnan, our Director-HR (Work: 43437043 / 31 / 20 / krishnanvr@savvy-it.com) should you have any questions or require additional information.

Thank you,



Vishnu Priya B

Savvysoft Technologies Pvt. Ltd.

Fathima Akhtar Court, V Floor, 453 Anna Salai, Teynampet, Chennai 600 018

Work: 91-44-43437031 | www.savvy-it.com



Appointment letter

Dear Saravanan G,

Further to the interview you had with our executives at E.G.S Pillay Engineering College on 15-May-18, we are pleased to appoint you as Trainee Recruiter, Overseas Staffing in our company. The details of the appointment are as under:

1. Salary

NO.	COMPONENT	AMOUNT / YEAR (RS.)
1	Gross Salary	1,44,000.00
2 (a)	Employer Contribution to Provident Fund (Subject to your participation)	13,824.00
2 (b)	Group Life Insurance Cover	2,000.00
2 (c)	Personal Accident Insurance Group Cover	4,000.00
2 (d)	ESI (Employee's State Insurance) Cover	2,520.00
2 (e)	Group Medical Insurance Cover	8,000.00
3	Total Cost to Company/per annum	1,74,344.00

2. Terms

NO.	ITEM	DETAILS
1	Position	Trainee Recruiter, Overseas Staffing
2	Employee ID	Saavy/TR-OS/0230
3	Work Place	Chennai or Coimbatore
4	Joining Date	21-May-18
5	Work Hours	07:00 P.M to 04:00 A.M (This is subject to change)
6	Training Period	6 Months from the date of joining (The first two weeks will be induction training). Probation and training will run concurrently.
7	Benefits	During Training: <ul style="list-style-type: none">• Group Life Insurance Cover for self and ESI Cover Upon Confirmation: <ul style="list-style-type: none">• Leave• Group Medical Insurance Cover for self and spouse• Gratuity• Performance Incentive
8	Other Terms and Conditions	If you terminate the employment or cause us to terminate your employment within 18 months from the date of reporting, you shall pay an amount of Rs. 84,000 towards training costs. You shall submit the following certificates at the time of joining

		which will be returned up on completion of 18 months of employment – <ul style="list-style-type: none">• Secondary School Leaving Certificate (or equivalent)• Higher Secondary Course Certificate (or equivalent)• Degree Provisional Certificate (Will be returned upon verification)
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Please email us the following:

- a) Soft Copy of the resume
- b) Scanned photograph – Passport size (White background)
- c) Scanned Copy of the Secondary School Leaving Certificate and Higher Secondary Course Certificate

Please feel free to contact Mr. VR Krishnan, our Director-HR (Work: 43437043 / 31 / 20 / krishnanvr@savvy-it.com) should you have any questions or require additional information.

Thank you,



Vishnu Priya B

Savvysoft Technologies Pvt. Ltd.

Fathima Akhtar Court, V Floor, 453 Anna Salai, Teynampet, Chennai 600 018

Work: 91-44-43437031 | www.savvy-it.com

0012943/2018

7th June, 2018

To:

Devasenathipathi A
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear Devasenathipathi A

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Organization with the below terms and condition:-

TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

At the end of training period, your suitability for absorption in the Company will be determined on the basis of your performance during training and final appraisal rating. Your absorption in the Company and posting to any of the units/enterprises in Tamilnadu will be at the discretion of the management.

If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

3. Probation/confirmation

After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

4. Service Agreement Bond

You and your surety, (who should be a person of substantial means) will have to execute a Service Agreement Bond on in ₹ 100/- Stamp Paper (non – judicial) to complete the training and to remain in the service of SS Technovation for at least three years after successful completion of your training. In case you fail to complete your

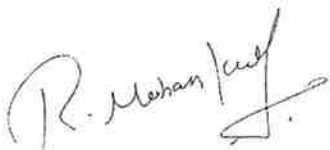
training successfully and/or serve the Company for the stipulated period of three years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees Two lakhs and fifty thousand plus service taxes as applicable. Further you will be required to serve on one month notice while on training and/or probation after absorption and three months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

5. At the time of reporting for joining, you are required to bring the following documents:

- (a) Your degree or provisional degree certificate and all semester mark sheets along with self attested photocopies.
- (b) The original and one self-attested copy each of the Matriculation Certificate in support of your age. Also, original and one self-attested photocopy each of 12th Standard certificate and mark sheet.
- (c) Relieving Letter from current employer.(if applicable)
- (d) Declaration & Nomination form – duly filled up and completed in all respects
- (e) The Service Agreement Bond, duly signed by you and the person standing surety for you as per item no. 4 of the enclosed terms and conditions of appointment. Guidelines for completing the Bond proforma are enclosed. **You are advised to study the guidelines carefully before executing the Bond. You may note that you shall not be allowed to join without the Service Agreement Bond completed in all respects.**

With best wishes,

Regards



For SS Technovation

0012944/2018

7th June, 2018

To:

Dineshkumar.A
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear Dineshkumar.A

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Organization with the below terms and condition:-

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

At the end of training period, your suitability for absorption in the Company will be determined on the basis of your performance during training and final appraisal rating. Your absorption in the Company and posting to any of the units/enterprises in Tamilnadu will be at the discretion of the management.

If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

3. Probation/confirmation

After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

4. Service Agreement Bond

You and your surety, (who should be a person of substantial means) will have to execute a Service Agreement Bond on in ₹ 100/- Stamp Paper (non – judicial) to complete the training and to remain in the service of SS Technovation for at least three years after successful completion of your training. In case you fail to complete your

training successfully and/or serve the Company for the stipulated period of three years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees Two lakhs and fifty thousand plus service taxes as applicable. Further you will be required to serve on one month notice while on training and/or probation after absorption and three months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

5. At the time of reporting for joining, you are required to bring the following documents:

- (a) Your degree or provisional degree certificate and all semester mark sheets along with self attested photocopies.
- (b) The original and one self-attested copy each of the Matriculation Certificate in support of your age. Also, original and one self-attested photocopy each of 12th Standard certificate and mark sheet.
- (c) Relieving Letter from current employer.(if applicable)
- (d) Declaration & Nomination form – duly filled up and completed in all respects
- (e) The Service Agreement Bond, duly signed by you and the person standing surety for you as per item no. 4 of the enclosed terms and conditions of appointment. Guidelines for completing the Bond proforma are enclosed. **You are advised to study the guidelines carefully before executing the Bond. You may note that you shall not be allowed to join without the Service Agreement Bond completed in all respects.**

With best wishes,
Regards



For SS Technovation

0012945/2018

7th June, 2018

To:

Agash Rogan P
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear Agash Rogan P

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Organization with the below terms and condition:-

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

At the end of training period, your suitability for absorption in the Company will be determined on the basis of your performance during training and final appraisal rating. Your absorption in the Company and posting to any of the units/enterprises in Tamilnadu will be at the discretion of the management.

If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

3. Probation/confirmation

After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

4. Service Agreement Bond

You and your surety, (who should be a person of substantial means) will have to execute a Service Agreement Bond on in ₹ 100/- Stamp Paper (non – judicial) to complete the training and to remain in the service of SS Technovation for at least three years after successful completion of your training. In case you fail to complete your

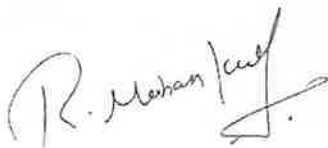
training successfully and/or serve the Company for the stipulated period of three years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees Two lakhs and fifty thousand plus service taxes as applicable. Further you will be required to serve on one month notice while on training and/or probation after absorption and three months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

5. At the time of reporting for joining, you are required to bring the following documents:

- (a) Your degree or provisional degree certificate and all semester mark sheets along with self attested photocopies.
- (b) The original and one self-attested copy each of the Matriculation Certificate in support of your age. Also, original and one self-attested photocopy each of 12th Standard certificate and mark sheet.
- (c) Relieving Letter from current employer.(if applicable)
- (d) Declaration & Nomination form – duly filled up and completed in all respects
- (e) The Service Agreement Bond, duly signed by you and the person standing surety for you as per item no. 4 of the enclosed terms and conditions of appointment. Guidelines for completing the Bond proforma are enclosed. **You are advised to study the guidelines carefully before executing the Bond. You may note that you shall not be allowed to join without the Service Agreement Bond completed in all respects.**

With best wishes,

Regards



For SS Technovation

0012946/2018

7th June, 2018

To:

Karthikesan A
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear Karthikesan A

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Organization with the below terms and condition:-

TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

At the end of training period, your suitability for absorption in the Company will be determined on the basis of your performance during training and final appraisal rating. Your absorption in the Company and posting to any of the units/enterprises in Tamilnadu will be at the discretion of the management.

If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

3. Probation/confirmation

After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

4. Service Agreement Bond

You and your surety, (who should be a person of substantial means) will have to execute a Service Agreement Bond on in ₹ 100/- Stamp Paper (non – judicial) to complete the training and to remain in the service of SS Technovation for at least three years after successful completion of your training. In case you fail to complete your

training successfully and/or serve the Company for the stipulated period of three years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees Two lakhs and fifty thousand plus service taxes as applicable. Further you will be required to serve on one month notice while on training and/or probation after absorption and three months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

5. At the time of reporting for joining, you are required to bring the following documents:

- (a) Your degree or provisional degree certificate and all semester mark sheets along with self attested photocopies.
- (b) The original and one self-attested copy each of the Matriculation Certificate in support of your age. Also, original and one self-attested photocopy each of 12th Standard certificate and mark sheet.
- (c) Relieving Letter from current employer.(if applicable)
- (d) Declaration & Nomination form – duly filled up and completed in all respects
- (e) The Service Agreement Bond, duly signed by you and the person standing surety for you as per item no. 4 of the enclosed terms and conditions of appointment. Guidelines for completing the Bond proforma are enclosed. **You are advised to study the guidelines carefully before executing the Bond. You may note that you shall not be allowed to join without the Service Agreement Bond completed in all respects.**

With best wishes,
Regards



For SS Technovation

0012947/2018

7th June, 2018

To:

Marroof Arashath Jm
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear Marroof Arashath Jm

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Organization with the below terms and condition:-

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

At the end of training period, your suitability for absorption in the Company will be determined on the basis of your performance during training and final appraisal rating. Your absorption in the Company and posting to any of the units/enterprises in Tamilnadu will be at the discretion of the management.

If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

3. Probation/confirmation

After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

4. Service Agreement Bond

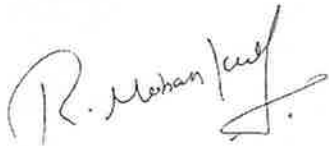
You and your surety, (who should be a person of substantial means) will have to execute a Service Agreement Bond on in ₹ 100/- Stamp Paper (non – judicial) to complete the training and to remain in the service of SS Technovation for at least three years after successful completion of your training. In case you fail to complete your

training successfully and/or serve the Company for the stipulated period of three years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees Two lakhs and fifty thousand plus service taxes as applicable. Further you will be required to serve on one month notice while on training and/or probation after absorption and three months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

5. At the time of reporting for joining, you are required to bring the following documents:

- (a) Your degree or provisional degree certificate and all semester mark sheets along with self attested photocopies.
- (b) The original and one self-attested copy each of the Matriculation Certificate in support of your age. Also, original and one self-attested photocopy each of 12th Standard certificate and mark sheet.
- (c) Relieving Letter from current employer.(if applicable)
- (d) Declaration & Nomination form – duly filled up and completed in all respects
- (e) The Service Agreement Bond, duly signed by you and the person standing surety for you as per item no. 4 of the enclosed terms and conditions of appointment. Guidelines for completing the Bond proforma are enclosed. **You are advised to study the guidelines carefully before executing the Bond. You may note that you shall not be allowed to join without the Service Agreement Bond completed in all respects.**

**With best wishes,
Regards**



For SS Technovation

0012948/2018

7th June, 2018

To:

Yuvakesh R
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear Yuvakesh R

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Organization with the below terms and condition:-

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

2. Absorption in the Company

At the end of training period, your suitability for absorption in the Company will be determined on the basis of your performance during training and final appraisal rating. Your absorption in the Company and posting to any of the units/enterprises in Tamilnadu will be at the discretion of the management.

If found suitable for absorption, you will be placed in the pay scale ₹ 18900-23500/- at a Basic Pay of ₹ 14520/- in the Company's regular executive cadre. In addition to Basic Pay, you will be entitled to allowances and benefits like House Rent Allowance, Reimbursement of Conveyance/ Transport Allowance, Free Medical facilities, Group Insurance, Contributory Provident Fund etc. as per Company's rules in force from time to time.

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After absorption, you will be on probation for a period of one year, which may be extended at the discretion of the management if considered necessary. The probation shall be deemed to have been completed only when you are informed about it, in writing, by the Management.

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training successfully and/or serve the Company for the stipulated period of three years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees Two lakhs and fifty thousand plus service taxes as applicable. Further you will be required to serve on one month notice while on training and/or probation after absorption and three months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

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With best wishes,

Regards



For SS Technovation

0012949/2018

7th June, 2018

To:

Ajin J
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear Ajin J

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Organization with the below terms and condition:-

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

You will undergo training for a period of one year which may be extended at the discretion of the management. The decision of the management regarding extension of training period or termination of service in the event of unsatisfactory performance shall be final and binding.

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4. Service Agreement Bond

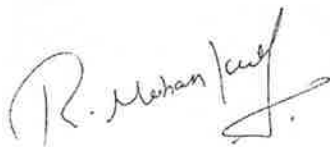
You and your surety, (who should be a person of substantial means) will have to execute a Service Agreement Bond on in ₹ 100/- Stamp Paper (non – judicial) to complete the training and to remain in the service of SS Technovation for at least three years after successful completion of your training. In case you fail to complete your

training successfully and/or serve the Company for the stipulated period of three years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees Two lakhs and fifty thousand plus service taxes as applicable. Further you will be required to serve on one month notice while on training and/or probation after absorption and three months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

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With best wishes,
Regards



For SS Technovation

0012950/2018

7th June, 2018

To:

Ezhilarasan S
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear Ezhilarasan S

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Organization with the below terms and condition:-

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

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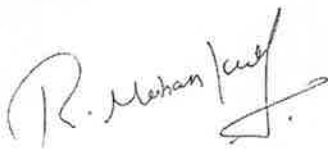
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With best wishes,

Regards



For SS Technovation

0012951/2018

7th June, 2018

To:

Prakash P
EGS Pillay Engineering College,

Sub: Letter of Appointment

Dear Prakash P

With reference to your application and subsequent interview with us, we are pleased to appoint you as Production Engineer in our Organization with the below terms and condition:-

**TERMS AND CONDITIONS OF APPOINTMENT AS
TRAINEE PRODUCTION ENGINEER**

1. Training

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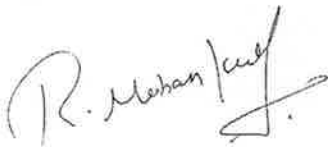
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With best wishes,
Regards



For SS Technovation



HR/Appt Letter M49/Jul-2018

S.Devipriya

EGS Pillay Engineering College,
Nagapattinam

S.Devipriya,

Sub: Letter of Appointment

We are pleased to offer you employment in Mobius Knowledge Services Pvt Ltd. Trainee - Software Engineer at B1 level with effect from 02-July-2018 subject to the following terms and conditions.

1. Your salary on Gross Cost to Company basis stands as Rs. 14348 per month as detailed in Annexure. All perquisites and benefits in your salary/compensation plan shall be governed as per policy applicable to employees at your level in the company and shall be governed by statutory guidelines and taxes as applicable. However, the structure of your compensation plan may be altered/modified at the discretion of the Company from time to time in line with its compensation policy and practices.
2. You will be on probation for six months from the date of joining with the organisation.
3. This employment may be terminated by either party giving one month notice or one month gross pay in lieu of notice. Whilst the company reserves the right to relieve the employee upon resignation prior to conclusion of notice period without paying for the balance notice period, or notice pay in lieu of notice. Also the management in its capacity, reserves the right to override this clause and insist upon the employee to serve the notice period for smooth transition.
4. In the case of termination due to non-performance, mal-practice or violation of agreement terms, the company reserves the right to terminate the employment without notice and claim compensation. In the event of employee getting relieved before the agreed notice period, the relieving letter and service certificate will be issued on completion of the set notice period after all clearances being done.
5. During your employment with the Company, you will be governed by the Service Rules and regulations of the Company currently in force or as introduced/awarded from time to time.
6. During your employment with the Company, you are liable to be shifted from one job or department or shift depending on the project requirements.

Mobius Knowledge Services Pvt. Ltd

Regd. Office : "Gateway Office Parks" Block - A1, 1st Floor, # 16, GST Road, Perungalathur, Chennai 600 063
Tel : +91 44 6600 5800 CIN.U72200TN2002PTC049583 Website: www.mobiuservices.com



7. Non-Compete: The associate hereby covenants and agrees that during the Employment Term and for a period of one year following the Expiration Date, the associate will not, without the prior written consent of the Mobius, directly or indirectly, on his own behalf or in the service or on behalf of others, whether or not for compensation, engage in any business activity, or have any interest in any person, firm, corporation or business, through a subsidiary or parent entity or other entity (whether as a shareholder, agent, joint venturer, security holder, trustee, partner, executive, creditor lending credit or money for the purpose of establishing or operating any such business, partner or otherwise) with any entity that is directly competing with the product and services being developed by the Mobius.

8. Non-Solicitation: The associate further agrees that during the Employment Term and for a period of one (1) year from the Expiration Date, the Executive will not divert any business of the Mobius and/or its affiliates or any customers or suppliers of the Mobius and/or the Mobius's and/or its affiliates' business to any other person, entity or competitor, or induce or attempt to induce, directly or indirectly, any person to leave his or her employment with the Mobius and/or its affiliates.

9. Confidentiality: As an associate of the Mobius, you will continue to have access to certain confidential information of the Mobius and you may, during the course of your employment, develop certain information or inventions that will be the property of the Mobius. Confidential information means any form of business information / Privacy information that you may access during your course of employment with Mobius, To protect the interests of the Company, your acceptance of this Agreement confirms that the terms of the Mobius.

10. Remedies: The associate acknowledges and agrees that his obligations provided herein are necessary and reasonable in order to protect the Company and its affiliates and their respective business and the associate expressly agrees that monetary damages would be inadequate to compensate the Company and/or its affiliates for any breach by the associate of his covenants and agreements set forth herein. Accordingly, the associate agrees and acknowledges that any such violation or threatened violation of Non-compete clause and Non-solicitation will cause irreparable injury to the Company and that, in addition to any other remedies that may be available, in law, in equity or otherwise, the Company and its affiliates shall be entitled to obtain injunctive relief against the threatened breach of non-compete, non-solicitation and confidentiality or the continuation of any such breach by the associate without the necessity of proving actual damages.

Mobius Knowledge Services Pvt. Ltd

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11. You will have to hold all confidential information in trust and use the same solely for the purposes such confidential information is provided for and that in no event will you make use of any confidential information for any purpose other than fulfilling your duties and obligation in Mobius Knowledge Services P Ltd. The company will initiate appropriate action in event of non-adherence of this clause.

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

13. The retirement age for all employees is 58 years.

14. In the event of your absence from work for more than four days without written permission from your Manager, it would be assumed that you have voluntarily abandoned the services of the organization and your services with the organization would stand severed.

15. The company will expect you to work with high standards of initiative, efficiency and economy. During the course of your employment, you shall not engage yourself in any other regular/part-time services or work without permission in writing from the organization.

16. You will be expected to comply with a Proprietary Information Non-Disclosure Agreement as a part of this Appointment letter.

We welcome you to our organization and trust that you will enjoy working here and in contributing to the growth and prosperity of the company.

Yours sincerely,

For Mobius Knowledge Services Pvt Ltd.

A handwritten signature in black ink that reads "G. Dineshkumar".

Dineshkumar G

Director - Human Resource

Mobius Knowledge Services Pvt. Ltd

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Annexure-I

Compensation & Benefits			
Name	S.Devipriya	Exp.D.O.J	02-July-2018
Designation	Trainee - Software Engineer	Band & Level	B1
1.Fixed Salary		Per Month(INR)	Per Annum(INR)
1.1	Basic	9,467	1,13,604
1.2	House Rent Allowance	3,200	38,400
1.3	Festival Bonus	789	9,468
	Gross Monthly Fixed Salary & Benefits	13,456	1,61,472
2.Employer Contribution			
2.1	ESI	437	5,244
2.2	Gratuity*	455	5,460
	Cost to Company	14,348	1,72,200

**Employer PF and Employee PF will be contributed by the government as per the scheme.

* Payment of Gratuity shall be as per The Payment of Gratuity Act

Mobius Knowledge Services Pvt. Ltd

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HR/Appt Letter M50/Jul-2018

R.Lavanya

EGS Pillay Engineering College,
Nagapattinam

R.Lavanya,

Sub: Letter of Appointment

We are pleased to offer you employment in Mobius Knowledge Services Pvt Ltd. Trainee - Software Engineer at B1 level with effect from 02-July-2018 subject to the following terms and conditions.

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5. During your employment with the Company, you will be governed by the Service Rules and regulations of the Company currently in force or as introduced/awarded from time to time.
6. During your employment with the Company, you are liable to be shifted from one job or department or shift depending on the project requirements.

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7. Non-Compete: The associate hereby covenants and agrees that during the Employment Term and for a period of one year following the Expiration Date, the associate will not, without the prior written consent of the Mobius, directly or indirectly, on his own behalf or in the service or on behalf of others, whether or not for compensation, engage in any business activity, or have any interest in any person, firm, corporation or business, through a subsidiary or parent entity or other entity (whether as a shareholder, agent, joint venturer, security holder, trustee, partner, executive, creditor lending credit or money for the purpose of establishing or operating any such business, partner or otherwise) with any entity that is directly competing with the product and services being developed by the Mobius.

8. Non-Solicitation: The associate further agrees that during the Employment Term and for a period of one (1) year from the Expiration Date, the Executive will not divert any business of the Mobius and/or its affiliates or any customers or suppliers of the Mobius and/or the Mobius's and/or its affiliates' business to any other person, entity or competitor, or induce or attempt to induce, directly or indirectly, any person to leave his or her employment with the Mobius and/or its affiliates.

9. Confidentiality: As an associate of the Mobius, you will continue to have access to certain confidential information of the Mobius and you may, during the course of your employment, develop certain information or inventions that will be the property of the Mobius. Confidential information means any form of business information / Privacy information that you may access during your course of employment with Mobius, To protect the interests of the Company, your acceptance of this Agreement confirms that the terms of the Mobius.

10. Remedies: The associate acknowledges and agrees that his obligations provided herein are necessary and reasonable in order to protect the Company and its affiliates and their respective business and the associate expressly agrees that monetary damages would be inadequate to compensate the Company and/or its affiliates for any breach by the associate of his covenants and agreements set forth herein. Accordingly, the associate agrees and acknowledges that any such violation or threatened violation of Non-compete clause and Non-solicitation will cause irreparable injury to the Company and that, in addition to any other remedies that may be available, in law, in equity or otherwise, the Company and its affiliates shall be entitled to obtain injunctive relief against the threatened breach of non-compete, non-solicitation and confidentiality or the continuation of any such breach by the associate without the necessity of proving actual damages.

Mobius Knowledge Services Pvt. Ltd

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11. You will have to hold all confidential information in trust and use the same solely for the purposes such confidential information is provided for and that in no event will you make use of any confidential information for any purpose other than fulfilling your duties and obligation in Mobius Knowledge Services P Ltd. The company will initiate appropriate action in event of non-adherence of this clause.

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

13. The retirement age for all employees is 58 years.

14. In the event of your absence from work for more than four days without written permission from your Manager, it would be assumed that you have voluntarily abandoned the services of the organization and your services with the organization would stand severed.

15. The company will expect you to work with high standards of initiative, efficiency and economy. During the course of your employment, you shall not engage yourself in any other regular/part-time services or work without permission in writing from the organization.

16. You will be expected to comply with a Proprietary Information Non-Disclosure Agreement as a part of this Appointment letter.

We welcome you to our organization and trust that you will enjoy working here and in contributing to the growth and prosperity of the company.

Yours sincerely,

For Mobius Knowledge Services Pvt Ltd.

A handwritten signature in black ink that reads "G. Dineshkumar".

Dineshkumar G

Director - Human Resource

Mobius Knowledge Services Pvt. Ltd

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Annexure-I

Compensation & Benefits			
Name	R.Lavanya	Exp.D.O.J	02-July-2018
Designation	Trainee - Software Engineer	Band & Level	B1
1.Fixed Salary		Per Month(INR)	Per Annum(INR)
1.1	Basic	9,467	1,13,604
1.2	House Rent Allowance	3,200	38,400
1.3	Festival Bonus	789	9,468
	Gross Monthly Fixed Salary & Benefits	13,456	1,61,472
2.Employer Contribution			
2.1	ESI	437	5,244
2.2	Gratuity*	455	5,460
	Cost to Company	14,348	1,72,200

**Employer PF and Employee PF will be contributed by the government as per the scheme.

* Payment of Gratuity shall be as per The Payment of Gratuity Act

Mobius Knowledge Services Pvt. Ltd

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HR/Appt Letter M51/Jul-2018

Sathish Kumar C

EGS Pillay Engineering College,
Nagapattinam

Sathish Kumar C,

Sub: Letter of Appointment

We are pleased to offer you employment in Mobius Knowledge Services Pvt Ltd. Trainee - Software Engineer at B1 level with effect from 02-July-2018 subject to the following terms and conditions.

1. Your salary on Gross Cost to Company basis stands as Rs. 14348 per month as detailed in Annexure. All perquisites and benefits in your salary/compensation plan shall be governed as per policy applicable to employees at your level in the company and shall be governed by statutory guidelines and taxes as applicable. However, the structure of your compensation plan may be altered/modified at the discretion of the Company from time to time in line with its compensation policy and practices.
2. You will be on probation for six months from the date of joining with the organisation.
3. This employment may be terminated by either party giving one month notice or one month gross pay in lieu of notice. Whilst the company reserves the right to relieve the employee upon resignation prior to conclusion of notice period without paying for the balance notice period, or notice pay in lieu of notice. Also the management in its capacity, reserves the right to override this clause and insist upon the employee to serve the notice period for smooth transition.
4. In the case of termination due to non-performance, mal-practice or violation of agreement terms, the company reserves the right to terminate the employment without notice and claim compensation. In the event of employee getting relieved before the agreed notice period, the relieving letter and service certificate will be issued on completion of the set notice period after all clearances being done.
5. During your employment with the Company, you will be governed by the Service Rules and regulations of the Company currently in force or as introduced/awarded from time to time.
6. During your employment with the Company, you are liable to be shifted from one job or department or shift depending on the project requirements.

Mobius Knowledge Services Pvt. Ltd

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7. Non-Compete: The associate hereby covenants and agrees that during the Employment Term and for a period of one year following the Expiration Date, the associate will not, without the prior written consent of the Mobius, directly or indirectly, on his own behalf or in the service or on behalf of others, whether or not for compensation, engage in any business activity, or have any interest in any person, firm, corporation or business, through a subsidiary or parent entity or other entity (whether as a shareholder, agent, joint venturer, security holder, trustee, partner, executive, creditor lending credit or money for the purpose of establishing or operating any such business, partner or otherwise) with any entity that is directly competing with the product and services being developed by the Mobius.

8. Non-Solicitation: The associate further agrees that during the Employment Term and for a period of one (1) year from the Expiration Date, the Executive will not divert any business of the Mobius and/or its affiliates or any customers or suppliers of the Mobius and/or the Mobius's and/or its affiliates' business to any other person, entity or competitor, or induce or attempt to induce, directly or indirectly, any person to leave his or her employment with the Mobius and/or its affiliates.

9. Confidentiality: As an associate of the Mobius, you will continue to have access to certain confidential information of the Mobius and you may, during the course of your employment, develop certain information or inventions that will be the property of the Mobius. Confidential information means any form of business information / Privacy information that you may access during your course of employment with Mobius, To protect the interests of the Company, your acceptance of this Agreement confirms that the terms of the Mobius.

10. Remedies: The associate acknowledges and agrees that his obligations provided herein are necessary and reasonable in order to protect the Company and its affiliates and their respective business and the associate expressly agrees that monetary damages would be inadequate to compensate the Company and/or its affiliates for any breach by the associate of his covenants and agreements set forth herein. Accordingly, the associate agrees and acknowledges that any such violation or threatened violation of Non-compete clause and Non-solicitation will cause irreparable injury to the Company and that, in addition to any other remedies that may be available, in law, in equity or otherwise, the Company and its affiliates shall be entitled to obtain injunctive relief against the threatened breach of non-compete, non-solicitation and confidentiality or the continuation of any such breach by the associate without the necessity of proving actual damages.

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

13. The retirement age for all employees is 58 years.

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16. You will be expected to comply with a Proprietary Information Non-Disclosure Agreement as a part of this Appointment letter.

We welcome you to our organization and trust that you will enjoy working here and in contributing to the growth and prosperity of the company.

Yours sincerely,
For Mobius Knowledge Services Pvt Ltd.

A handwritten signature in black ink that reads "G. Dineshkumar".

Dineshkumar G
Director - Human Resource

Mobius Knowledge Services Pvf. Ltd

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Annexure-I

Compensation & Benefits			
Name	Sathish Kumar C	Exp.D.O.J	02-July-2018
Designation	Trainee - Software Engineer	Band & Level	B1
1.Fixed Salary		Per Month(INR)	Per Annum(INR)
1.1	Basic	9,467	1,13,604
1.2	House Rent Allowance	3,200	38,400
1.3	Festival Bonus	789	9,468
Gross Monthly Fixed Salary & Benefits		13,456	1,61,472
2.Employer Contribution			
2.1	ESI	437	5,244
2.2	Gratuity*	455	5,460
Cost to Company		14,348	1,72,200

**Employer PF and Employee PF will be contributed by the government as per the scheme.

* Payment of Gratuity shall be as per The Payment of Gratuity Act

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HR/Appt Letter M52/Jul-2018

Sudha P

EGS Pillay Engineering College,
Nagapattinam

Sudha P,

Sub: Letter of Appointment

We are pleased to offer you employment in Mobius Knowledge Services Pvt Ltd. Trainee - Software Engineer at B1 level with effect from 02-July-2018 subject to the following terms and conditions.

1. Your salary on Gross Cost to Company basis stands as Rs. 14348 per month as detailed in Annexure. All perquisites and benefits in your salary/compensation plan shall be governed as per policy applicable to employees at your level in the company and shall be governed by statutory guidelines and taxes as applicable. However, the structure of your compensation plan may be altered/modified at the discretion of the Company from time to time in line with its compensation policy and practices.
2. You will be on probation for six months from the date of joining with the organisation.
3. This employment may be terminated by either party giving one month notice or one month gross pay in lieu of notice. Whilst the company reserves the right to relieve the employee upon resignation prior to conclusion of notice period without paying for the balance notice period, or notice pay in lieu of notice. Also the management in its capacity, reserves the right to override this clause and insist upon the employee to serve the notice period for smooth transition.
4. In the case of termination due to non-performance, mal-practice or violation of agreement terms, the company reserves the right to terminate the employment without notice and claim compensation. In the event of employee getting relieved before the agreed notice period, the relieving letter and service certificate will be issued on completion of the set notice period after all clearances being done.
5. During your employment with the Company, you will be governed by the Service Rules and regulations of the Company currently in force or as introduced/awarded from time to time.
6. During your employment with the Company, you are liable to be shifted from one job or department or shift depending on the project requirements.

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7. Non-Compete: The associate hereby covenants and agrees that during the Employment Term and for a period of one year following the Expiration Date, the associate will not, without the prior written consent of the Mobius, directly or indirectly, on his own behalf or in the service or on behalf of others, whether or not for compensation, engage in any business activity, or have any interest in any person, firm, corporation or business, through a subsidiary or parent entity or other entity (whether as a shareholder, agent, joint venturer, security holder, trustee, partner, executive, creditor lending credit or money for the purpose of establishing or operating any such business, partner or otherwise) with any entity that is directly competing with the product and services being developed by the Mobius.

8. Non-Solicitation: The associate further agrees that during the Employment Term and for a period of one (1) year from the Expiration Date, the Executive will not divert any business of the Mobius and/or its affiliates or any customers or suppliers of the Mobius and/or the Mobius's and/or its affiliates' business to any other person, entity or competitor, or induce or attempt to induce, directly or indirectly, any person to leave his or her employment with the Mobius and/or its affiliates.

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16. You will be expected to comply with a Proprietary Information Non-Disclosure Agreement as a part of this Appointment letter.

We welcome you to our organization and trust that you will enjoy working here and in contributing to the growth and prosperity of the company.

Yours sincerely,

For Mobius Knowledge Services Pvt Ltd.

G. Dineshkumar

Dineshkumar G

Director - Human Resource

Mobius Knowledge Services Pvt. Ltd

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Annexure-I

Compensation & Benefits			
Name	Sudha P	Exp.D.O.J	02-July-2018
Designation	Trainee - Software Engineer	Band & Level	B1
1.Fixed Salary		Per Month(INR)	Per Annum(INR)
1.1	Basic	9,467	1,13,604
1.2	House Rent Allowance	3,200	38,400
1.3	Festival Bonus	789	9,468
	Gross Monthly Fixed Salary & Benefits	13,456	1,61,472
2.Employer Contribution			
2.1	ESI	437	5,244
2.2	Gratuity*	455	5,460
	Cost to Company	14,348	1,72,200

**Employer PF and Employee PF will be contributed by the government as per the scheme.

* Payment of Gratuity shall be as per The Payment of Gratuity Act

Mobius Knowledge Services Pvt. Ltd

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HR/Appt Letter M53/Jul-2018

Vigneshwari K

EGS Pillay Engineering College,
Nagapattinam

Vigneshwari K,

Sub: Letter of Appointment

We are pleased to offer you employment in Mobius Knowledge Services Pvt Ltd. Trainee - Software Engineer at B1 level with effect from 02-July-2018 subject to the following terms and conditions.

1. Your salary on Gross Cost to Company basis stands as Rs. 14348 per month as detailed in Annexure. All perquisites and benefits in your salary/compensation plan shall be governed as per policy applicable to employees at your level in the company and shall be governed by statutory guidelines and taxes as applicable. However, the structure of your compensation plan may be altered/modified at the discretion of the Company from time to time in line with its compensation policy and practices.
2. You will be on probation for six months from the date of joining with the organisation.
3. This employment may be terminated by either party giving one month notice or one month gross pay in lieu of notice. Whilst the company reserves the right to relieve the employee upon resignation prior to conclusion of notice period without paying for the balance notice period, or notice pay in lieu of notice. Also the management in its capacity, reserves the right to override this clause and insist upon the employee to serve the notice period for smooth transition.
4. In the case of termination due to non-performance, mal-practice or violation of agreement terms, the company reserves the right to terminate the employment without notice and claim compensation. In the event of employee getting relieved before the agreed notice period, the relieving letter and service certificate will be issued on completion of the set notice period after all clearances being done.
5. During your employment with the Company, you will be governed by the Service Rules and regulations of the Company currently in force or as introduced/awarded from time to time.
6. During your employment with the Company, you are liable to be shifted from one job or department or shift depending on the project requirements.

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8. Non-Solicitation: The associate further agrees that during the Employment Term and for a period of one (1) year from the Expiration Date, the Executive will not divert any business of the Mobius and/or its affiliates or any customers or suppliers of the Mobius and/or the Mobius's and/or its affiliates' business to any other person, entity or competitor, or induce or attempt to induce, directly or indirectly, any person to leave his or her employment with the Mobius and/or its affiliates.

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14. In the event of your absence from work for more than four days without written permission from your Manager, it would be assumed that you have voluntarily abandoned the services of the organization and your services with the organization would stand severed.

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16. You will be expected to comply with a Proprietary Information Non-Disclosure Agreement as a part of this Appointment letter.

We welcome you to our organization and trust that you will enjoy working here and in contributing to the growth and prosperity of the company.

Yours sincerely,

For Mobius Knowledge Services Pvt Ltd.

A handwritten signature in black ink that reads 'G. Dineshkumar'.

Dineshkumar G

Director - Human Resource

Mobius Knowledge Services Pvt. Ltd

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Annexure-I

Compensation & Benefits			
Name	Vigneshwari K	Exp.D.O.J	02-July-2018
Designation	Trainee - Software Engineer	Band & Level	B1
1.Fixed Salary		Per Month(INR)	Per Annum(INR)
1.1	Basic	9,467	1,13,604
1.2	House Rent Allowance	3,200	38,400
1.3	Festival Bonus	789	9,468
	Gross Monthly Fixed Salary & Benefits	13,456	1,61,472
2.Employer Contribution			
2.1	ESI	437	5,244
2.2	Gratuity*	455	5,460
	Cost to Company	14,348	1,72,200

**Employer PF and Employee PF will be contributed by the government as per the scheme.

* Payment of Gratuity shall be as per The Payment of Gratuity Act

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HR/Appt Letter M54/Jul-2018

Gokul Raj.M

EGS Pillay Engineering College,
Nagapattinam

Gokul Raj.M,

Sub: Letter of Appointment

We are pleased to offer you employment in Mobius Knowledge Services Pvt Ltd. Trainee - Software Engineer at B1 level with effect from 02-July-2018 subject to the following terms and conditions.

1. Your salary on Gross Cost to Company basis stands as Rs. 14348 per month as detailed in Annexure. All perquisites and benefits in your salary/compensation plan shall be governed as per policy applicable to employees at your level in the company and shall be governed by statutory guidelines and taxes as applicable. However, the structure of your compensation plan may be altered/modified at the discretion of the Company from time to time in line with its compensation policy and practices.
2. You will be on probation for six months from the date of joining with the organisation.
3. This employment may be terminated by either party giving one month notice or one month gross pay in lieu of notice. Whilst the company reserves the right to relieve the employee upon resignation prior to conclusion of notice period without paying for the balance notice period, or notice pay in lieu of notice. Also the management in its capacity, reserves the right to override this clause and insist upon the employee to serve the notice period for smooth transition.
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6. During your employment with the Company, you are liable to be shifted from one job or department or shift depending on the project requirements.

Mobius Knowledge Services Pvt. Ltd

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7. Non-Compete: The associate hereby covenants and agrees that during the Employment Term and for a period of one year following the Expiration Date, the associate will not, without the prior written consent of the Mobius, directly or indirectly, on his own behalf or in the service or on behalf of others, whether or not for compensation, engage in any business activity, or have any interest in any person, firm, corporation or business, through a subsidiary or parent entity or other entity (whether as a shareholder, agent, joint venturer, security holder, trustee, partner, executive, creditor lending credit or money for the purpose of establishing or operating any such business, partner or otherwise) with any entity that is directly competing with the product and services being developed by the Mobius.

8. Non-Solicitation: The associate further agrees that during the Employment Term and for a period of one (1) year from the Expiration Date, the Executive will not divert any business of the Mobius and/or its affiliates or any customers or suppliers of the Mobius and/or the Mobius's and/or its affiliates' business to any other person, entity or competitor, or induce or attempt to induce, directly or indirectly, any person to leave his or her employment with the Mobius and/or its affiliates.

9. Confidentiality: As an associate of the Mobius, you will continue to have access to certain confidential information of the Mobius and you may, during the course of your employment, develop certain information or inventions that will be the property of the Mobius. Confidential information means any form of business information / Privacy information that you may access during your course of employment with Mobius, To protect the interests of the Company, your acceptance of this Agreement confirms that the terms of the Mobius.

10. Remedies: The associate acknowledges and agrees that his obligations provided herein are necessary and reasonable in order to protect the Company and its affiliates and their respective business and the associate expressly agrees that monetary damages would be inadequate to compensate the Company and/or its affiliates for any breach by the associate of his covenants and agreements set forth herein. Accordingly, the associate agrees and acknowledges that any such violation or threatened violation of Non-compete clause and Non-solicitation will cause irreparable injury to the Company and that, in addition to any other remedies that may be available, in law, in equity or otherwise, the Company and its affiliates shall be entitled to obtain injunctive relief against the threatened breach of non-compete, non-solicitation and confidentiality or the continuation of any such breach by the associate without the necessity of proving actual damages.

Mobius Knowledge Services Pvt. Ltd

Regd. Office : "Gateway Office Parks" Block - A1, 1st Floor, # 16, GST Road, Perungudi, Chennai 600 063
Tel : +91 44 6600 5800 CIN.U72200TN2002PTC049583 Website: www.mobiuservices.com



11. You will have to hold all confidential information in trust and use the same solely for the purposes such confidential information is provided for and that in no event will you make use of any confidential information for any purpose other than fulfilling your duties and obligation in Mobius Knowledge Services P Ltd. The company will initiate appropriate action in event of non-adherence of this clause.

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

13. The retirement age for all employees is 58 years.

14. In the event of your absence from work for more than four days without written permission from your Manager, it would be assumed that you have voluntarily abandoned the services of the organization and your services with the organization would stand severed.

15. The company will expect you to work with high standards of initiative, efficiency and economy. During the course of your employment, you shall not engage yourself in any other regular/part-time services or work without permission in writing from the organization.

16. You will be expected to comply with a Proprietary Information Non-Disclosure Agreement as a part of this Appointment letter.

We welcome you to our organization and trust that you will enjoy working here and in contributing to the growth and prosperity of the company.

Yours sincerely,

For Mobius Knowledge Services Pvt Ltd.

A handwritten signature in black ink, appearing to read "G. Dineshkumar". The signature is written in a cursive, slightly slanted style.

Dineshkumar G

Director - Human Resource

Mobius Knowledge Services Pvt. Ltd

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**Annexure-I**

Compensation & Benefits			
Name	Gokul Raj.M	Exp.D.O.J	02-July-2018
Designation	Trainee - Software Engineer	Band & Level	B1
1.Fixed Salary		Per Month(INR)	Per Annum(INR)
1.1	Basic	9,467	1,13,604
1.2	House Rent Allowance	3,200	38,400
1.3	Festival Bonus	789	9,468
	Gross Monthly Fixed Salary & Benefits	13,456	1,61,472
2.Employer Contribution			
2.1	ESI	437	5,244
2.2	Gratuity*	455	5,460
	Cost to Company	14,348	1,72,200

**Employer PF and Employee PF will be contributed by the government as per the scheme.

* Payment of Gratuity shall be as per The Payment of Gratuity Act

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Ref. ID: HR/Appt Letter M54/Jul-2018

Dear R.Karthikeyan,

Mobius Knowledge Services Pvt Ltd. is offering you a role as a "Junior Software Engineer".

If you choose to accept our offer, please review the terms and conditions of your new employment contract below:

- Position: You will be working as a Web developer and reporting to the IT manager.
- Working hours: Shift 1: 7am - 3pm & Shift 2: 9am - 5pm
- Compensation: Your salary will be Rs.1.7 LPA.
- Benefits: As a full-time employee, you will be eligible for free food during the shift hours.

To accept our offer, please sign and date this full-time offer letter as indicated below and email it back to us within a week

Feel free to contact the HR department. If you have any questions, you can reach out to your supervisor directly.

Sincerely,

For Mobius Knowledge Services Pvt Ltd.

A handwritten signature in black ink that reads "G. Dineshkumar".

Dineshkumar G
Director-HumanResource

Date : 19.05.2018
Place : Chennai

Mobius Knowledge Services Pvt. Ltd

Regd. Office : "Gateway Office Parks" Block - A1, 1st Floor, # 16, GST Road, Perungalathur, Chennai 600 063
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Ref. ID: HR/Appt Letter M55/Jul-2018

Dear Abirami K,

Mobius Knowledge Services Pvt Ltd. is offering you a role as a “Junior Software Engineer”.

If you choose to accept our offer, please review the terms and conditions of your new employment contract below:

- Position: You will be working as a Web developer and reporting to the IT manager.
- Working hours: Shift 1: 7am - 3pm & Shift 2: 9am - 5pm
- Compensation: Your salary will be Rs.1.7 LPA.
- Benefits: As a full-time employee, you will be eligible for free food during the shift hours.

To accept our offer, please sign and date this full-time offer letter as indicated below and email it back to us within a week

Feel free to contact the HR department. If you have any questions, you can reach out to your supervisor directly.

Sincerely,

For Mobius Knowledge Services Pvt Ltd.

A handwritten signature in black ink that reads "G. Dineshkumar".

Dineshkumar G
Director-HumanResource

Date : 19.05.2018
Place : Chennai

Mobius Knowledge Services Pvt. Ltd

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Ref. ID: HR/Appt Letter M56/Jul-2018

Dear Anandhi C,

Mobius Knowledge Services Pvt Ltd. is offering you a role as a “Junior Software Engineer”.

If you choose to accept our offer, please review the terms and conditions of your new employment contract below:

- Position: You will be working as a Web developer and reporting to the IT manager.
- Working hours: Shift 1: 7am - 3pm & Shift 2: 9am - 5pm
- Compensation: Your salary will be Rs.1.7 LPA.
- Benefits: As a full-time employee, you will be eligible for free food during the shift hours.

To accept our offer, please sign and date this full-time offer letter as indicated below and email it back to us within a week

Feel free to contact the HR department. If you have any questions, you can reach out to your supervisor directly.

Sincerely,

For Mobius Knowledge Services Pvt Ltd.

A handwritten signature in black ink that reads "G. Dineshkumar".

Dineshkumar G
Director-HumanResource

Date : 19.05.2018
Place : Chennai

Mobius Knowledge Services Pvt. Ltd

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Ref. ID: HR/Appt Letter M54/Jul-2019

Dear Buvaneswari K,

Mobius Knowledge Services Pvt Ltd. is offering you a role as a “Junior Software Engineer”.

If you choose to accept our offer, please review the terms and conditions of your new employment contract below:

- **Position:** You will be working as a Web developer and reporting to the IT manager.
- **Working hours:** Shift 1: 7am - 3pm & Shift 2: 9am - 5pm
- **Compensation:** Your salary will be Rs.1.7 LPA.
- **Benefits:** As a full-time employee, you will be eligible for free food during the shift hours.

To accept our offer, please sign and date this full-time offer letter as indicated below and email it back to us within a week

Feel free to contact the HR department. If you have any questions, you can reach out to your supervisor directly.

Sincerely,

For Mobius Knowledge Services Pvt Ltd.

A handwritten signature in black ink that reads 'G. Dinesh Kumar'.

Dineshkumar G
Director-HumanResource

Date : 19.05.2018
Place : Chennai

Mobius Knowledge Services Pvt. Ltd

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Ref. ID: HR/Appt Letter M55/Jul-2019

Dear Dharani M,

Mobius Knowledge Services Pvt Ltd. is offering you a role as a “Junior Software Engineer”.

If you choose to accept our offer, please review the terms and conditions of your new employment contract below:

- Position: You will be working as a Web developer and reporting to the IT manager.
- Working hours: Shift 1: 7am - 3pm & Shift 2: 9am - 5pm
- Compensation: Your salary will be Rs.1.7 LPA.
- Benefits: As a full-time employee, you will be eligible for free food during the shift hours.

To accept our offer, please sign and date this full-time offer letter as indicated below and email it back to us within a week

Feel free to contact the HR department. If you have any questions, you can reach out to your supervisor directly.

Sincerely,

For Mobius Knowledge Services Pvt Ltd.

A handwritten signature in black ink that reads "G. Dineshkumar".

Dineshkumar G
Director-HumanResource

Date : 19.05.2018
Place : Chennai

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Ref. ID: HR/Appt Letter M56/Jul-2019

Dear Divya Dharshini R,

Mobius Knowledge Services Pvt Ltd. is offering you a role as a “Junior Software Engineer”.

If you choose to accept our offer, please review the terms and conditions of your new employment contract below:

- Position: You will be working as a Web developer and reporting to the IT manager.
- Working hours: Shift 1: 7am - 3pm & Shift 2: 9am - 5pm
- Compensation: Your salary will be Rs.1.7 LPA.
- Benefits: As a full-time employee, you will be eligible for free food during the shift hours.

To accept our offer, please sign and date this full-time offer letter as indicated below and email it back to us within a week

Feel free to contact the HR department. If you have any questions, you can reach out to your supervisor directly.

Sincerely,

For Mobius Knowledge Services Pvt Ltd.

A handwritten signature in black ink that reads "G. Dineshkumar".

Dineshkumar G
Director-HumanResource

Date : 19.05.2018
Place : Chennai

Mobius Knowledge Services Pvt. Ltd

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Ref. ID: HR/Appt Letter M54/Jul-2020

Dear Vaishali S,

Mobius Knowledge Services Pvt Ltd. is offering you a role as a “Junior Software Engineer”.

If you choose to accept our offer, please review the terms and conditions of your new employment contract below:

- Position: You will be working as a Web developer and reporting to the IT manager.
- Working hours: Shift 1: 7am - 3pm & Shift 2: 9am - 5pm
- Compensation: Your salary will be Rs.1.7 LPA.
- Benefits: As a full-time employee, you will be eligible for free food during the shift hours.

To accept our offer, please sign and date this full-time offer letter as indicated below and email it back to us within a week

Feel free to contact the HR department. If you have any questions, you can reach out to your supervisor directly.

Sincerely,

For Mobius Knowledge Services Pvt Ltd.

A handwritten signature in black ink that reads "G. Dineshkumar". The signature is written in a cursive style with a large, looped 'G' and a clear 'Dineshkumar'.

Dineshkumar G
Director-HumanResource

Date : 19.05.2018
Place : Chennai

Mobius Knowledge Services Pvt. Ltd

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Ref. ID: HR/Appt Letter M55/Jul-2020

Dear Aravindan J,

Mobius Knowledge Services Pvt Ltd. is offering you a role as a “Junior Software Engineer”.

If you choose to accept our offer, please review the terms and conditions of your new employment contract below:

- Position: You will be working as a Web developer and reporting to the IT manager.
- Working hours: Shift 1: 7am - 3pm & Shift 2: 9am - 5pm
- Compensation: Your salary will be Rs.1.7 LPA.
- Benefits: As a full-time employee, you will be eligible for free food during the shift hours.

To accept our offer, please sign and date this full-time offer letter as indicated below and email it back to us within a week

Feel free to contact the HR department. If you have any questions, you can reach out to your supervisor directly.

Sincerely,

For Mobius Knowledge Services Pvt Ltd.

A handwritten signature in black ink that reads "G. Dineshkumar". The signature is written in a cursive style.

**Dineshkumar G
Director-HumanResource**

**Date : 19.05.2018
Place : Chennai**

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Ref. ID: HR/Appt Letter M56/Jul-2020

Dear Bhuvaneshwaran P,

Mobius Knowledge Services Pvt Ltd. is offering you a role as a “Junior Software Engineer”.

If you choose to accept our offer, please review the terms and conditions of your new employment contract below:

- Position: You will be working as a Web developer and reporting to the IT manager.
- Working hours: Shift 1: 7am - 3pm & Shift 2: 9am - 5pm
- Compensation: Your salary will be Rs.1.7 LPA.
- Benefits: As a full-time employee, you will be eligible for free food during the shift hours.

To accept our offer, please sign and date this full-time offer letter as indicated below and email it back to us within a week

Feel free to contact the HR department. If you have any questions, you can reach out to your supervisor directly.

Sincerely,

For Mobius Knowledge Services Pvt Ltd.

**Dineshkumar G
Director-HumanResource**

**Date : 19.05.2018
Place : Chennai**

Mobius Knowledge Services Pvt. Ltd

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INDORE CNC PRIVATE LIMITED

Madhyapradesh

04/01/2018

Name: Poongkaniyan K

Enrollment Number: GET/IN/2018/256

Subject: Appointment for **Graduate Engineer Trainee**

Dear Poongkaniyan K,

We are pleased to offer you, the position of **Graduate Engineer Trainee**, on the following terms and conditions:

1. Commencement of employment your employment as General Engineer Trainee will be effective from 22/02/2018. You will perform administrative, architectural, and systems engineering tasks such as traveling to other sites when required, assisting on projects and writing up reports.
2. Salary your annual Total Employment Cost (TEC) is INR 1, 75,000/- (One Lakh Seventy Five Thousand Only).
3. Hours of Work The normal working days are Monday through Friday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company. The normal working hours are from 7am to 3pm and you are expected to work not less than 42 hours each week, and if necessary for additional hours depending on your responsibilities.
4. Leave/Holidays You are entitled to casual leave of 10 days. The Company shall notify a list of declared holidays in the beginning of each year.
5. Nature of duties you will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.
6. Company property you will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.
7. Termination
 - 7.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 2 months.
 - 7.2 You may terminate your employment with the Company, without any cause, by giving no less than 3 months prior notice or salary for unsaved period.
 - 7.3 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies, including any samples, literature, contracts, records, lists, drawings, blueprints, ledgers, notes, data and confidential Information, in your possession or under your control related to your employment or to clients.

Indore CNC Private Limited, Nachiappan (Owner) Plot No 43,
Industrial Area No. 1. Pithampur, Dihar - 454775. Madhya Pradesh, India.
Telephone: +91-7292407757

INDORE CNC PRIVATE LIMITED

Madhyapradesh

8. Confidential Information

- 8.1 During your employment with the Company you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.
- 8.2 You must always maintain the highest degree of Confidentiality and keep the records, documents and other Confidential Information related to the business of the Company which may be known to you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information related to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.
- 8.3 At no time, will you remove any Confidential Information from the office without permission.
- 8.4 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.
9. Notices may be given by you to the Company at its registered office address. Notices may be given by the Company to you at the address intimated by you in the official records.
10. Acceptance of Employment Please confirm your acceptance by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

For Indore CNC Pvt Ltd,


General Manger

Indore CNC Private Limited, Nachiappan (Owner) Plot No 43,
Industrial Area No. 1. Pithampur, Dihar - 454775. Madhya Pradesh, India.
Telephone: +91-7292407757

INDORE CNC PRIVATE LIMITED

Madhyapradesh

.04/01/2018

Name: Suvethan P

Enrollment Number: GET/IN/2018/257

Subject: Appointment for **Graduate Engineer Trainee**

Dear Suvethan P,

We are pleased to offer you, the position of **Graduate Engineer Trainee**, on the following terms and conditions:

1. Commencement of employment your employment as General Engineer Trainee will be effective from 22/02/2018. You will perform administrative, architectural, and systems engineering tasks such as traveling to other sites when required, assisting on projects and writing up reports.
2. Salary your annual Total Employment Cost (TEC) is INR 1, 75,000/- (One Lakh Seventy Five Thousand Only).
3. Hours of Work The normal working days are Monday through Friday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company. The normal working hours are from 7am to 3pm and you are expected to work not less than 42 hours each week, and if necessary for additional hours depending on your responsibilities.
4. Leave/Holidays You are entitled to casual leave of 10 days. The Company shall notify a list of declared holidays in the beginning of each year.
5. Nature of duties you will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.
6. Company property you will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.
7. Termination
 - 7.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 2 months.
 - 7.2 You may terminate your employment with the Company, without any cause, by giving no less than 3 months prior notice or salary for unsaved period.
 - 7.3 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies, including any samples, literature, contracts, records, lists, drawings, blueprints, ledgers, notes, data and confidential Information, in your possession or under your control related to your employment or to clients.

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INDORE CNC PRIVATE LIMITED

Madhyapradesh

8. Confidential Information

8.1 During your employment with the Company you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.

8.2 You must always maintain the highest degree of Confidentiality and keep the records; documents and other Confidential Information related to the business of the Company which may be known to you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information related to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

8.3 At no time, will you remove any Confidential Information from the office without permission.

8.4 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

9. Notices may be given by you to the Company at its registered office address. Notices may be given by the Company to you at the address intimated by you in the official records.

10. Acceptance of Employment Please confirm your acceptance by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

For Indore CNC Pvt Ltd,

General Manger

INDORE CNC PRIVATE LIMITED

Madhyapradesh

04/01/2018

Name: Kumareswaran R

Enrollment Number: GET/IN/2018/258

Subject: Appointment for **Graduate Engineer Trainee**

Dear Kumareswaran R,

We are pleased to offer you, the position of **Graduate Engineer Trainee**, on the following terms and conditions:

1. Commencement of employment your employment as General Engineer Trainee will be effective from 22/02/2018. You will perform administrative, architectural, and systems engineering tasks such as traveling to other sites when required, assisting on projects and writing up reports.
2. Salary your annual Total Employment Cost (TEC) is INR 1, 75,000/- (One Lakh Seventy Five Thousand Only).
3. Hours of Work The normal working days are Monday through Friday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company. The normal working hours are from 7am to 3pm and you are expected to work not less than 42 hours each week, and if necessary for additional hours depending on your responsibilities.
4. Leave/Holidays You are entitled to casual leave of 10 days. The Company shall notify a list of declared holidays in the beginning of each year.
5. Nature of duties you will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.
6. Company property you will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.
7. Termination
 - 7.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 2 months.
 - 7.2 You may terminate your employment with the Company, without any cause, by giving no less than 3 months prior notice or salary for unsaved period.
 - 7.3 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies, including any samples, literature, contracts, records, lists, drawings, blueprints, ledgers, notes, data and confidential Information, in your possession or under your control related to your employment or to clients.

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Telephone: +91-7292407757

INDORE CNC PRIVATE LIMITED

Madhyapradesh

8. Confidential Information

8.1 During your employment with the Company you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.

8.2 You must always maintain the highest degree of Confidentiality and keep the records, documents and other Confidential Information related to the business of the Company which may be known to you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information related to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

8.3 At no time, will you remove any Confidential Information from the office without permission.

8.4 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

9. Notices may be given by you to the Company at its registered office address. Notices may be given by the Company to you at the address intimated by you in the official records.

10. Acceptance of Employment Please confirm your acceptance by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

For Indore CNC Pvt Ltd,

General Manger

Indore CNC Private Limited, Nachiappan (Owner) Plot No 43,
Industrial Area No. 1. Pithampur, Dihar - 454775. Madhya Pradesh, India.
Telephone: +91-7292407757

INDORE CNC PRIVATE LIMITED

Madhyapradesh

04/01/2018

Name: Arunkumar M

Enrollment Number: GET/IN/2018/259

Subject: Appointment for **Graduate Engineer Trainee**

Dear Arunkumar M,

We are pleased to offer you, the position of **Graduate Engineer Trainee**, on the following terms and conditions:

1. Commencement of employment your employment as General Engineer Trainee will be effective from 22/02/2018. You will perform administrative, architectural, and systems engineering tasks such as traveling to other sites when required, assisting on projects and writing up reports.
2. Salary your annual Total Employment Cost (TEC) is INR 1, 75,000/- (One Lakh Seventy Five Thousand Only).
3. Hours of Work The normal working days are Monday through Friday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company. The normal working hours are from 7am to 3pm and you are expected to work not less than 42 hours each week, and if necessary for additional hours depending on your responsibilities.
4. Leave/Holidays You are entitled to casual leave of 10 days. The Company shall notify a list of declared holidays in the beginning of each year.
5. Nature of duties you will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.
6. Company property you will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.
7. Termination
 - 7.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 2 months.
 - 7.2 You may terminate your employment with the Company, without any cause, by giving no less than 3 months prior notice or salary for unsaved period.
 - 7.3 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies, including any samples, literature, contracts, records, lists, drawings, blueprints, ledgers, notes, data and confidential Information, in your possession or under your control related to your employment or to clients.

Indore CNC Private Limited, Nachiappan (Owner) Plot No 43,
Industrial Area No. 1. Pithampur, Dihar - 454775. Madhya Pradesh, India.
Telephone: +91-7292407757

INDORE CNC PRIVATE LIMITED

Madhyapradesh

8. Confidential Information

8.1 During your employment with the Company you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.

8.2 You must always maintain the highest degree of Confidentiality and keep the records; documents and other Confidential Information related to the business of the Company which may be known to you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information related to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

8.3 At no time, will you remove any Confidential Information from the office without permission.

8.4 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

9. Notices may be given by you to the Company at its registered office address. Notices may be given by the Company to you at the address intimated by you in the official records.

10. Acceptance of Employment Please confirm your acceptance by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

For Indore CNC Pvt Ltd,

General Manger

Indore CNC Private Limited, Nachiappan (Owner) Plot No 43,
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Telephone: +91-7292407757

INDORE CNC PRIVATE LIMITED

Madhyapradesh

04/01/2018

Name: Iyappan R

Enrollment Number: GET/IN/2018/260

Subject: Appointment for Graduate Engineer Trainee

Dear Iyappan R,

We are pleased to offer you, the position of **Graduate Engineer Trainee**, on the following terms and conditions:

1. Commencement of employment your employment as General Engineer Trainee will be effective from 22/02/2018. You will perform administrative, architectural, and systems engineering tasks such as traveling to other sites when required, assisting on projects and writing up reports.
2. Salary your annual Total Employment Cost (TEC) is INR 1, 75,000/- (One Lakh Seventy Five Thousand Only).
3. Hours of Work The normal working days are Monday through Friday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company. The normal working hours are from 7am to 3pm and you are expected to work not less than 42 hours each week, and if necessary for additional hours depending on your responsibilities.
4. Leave/Holidays You are entitled to casual leave of 10 days. The Company shall notify a list of declared holidays in the beginning of each year.
5. Nature of duties you will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.
6. Company property you will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.
7. Termination
 - 7.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 2 months.
 - 7.2 You may terminate your employment with the Company, without any cause, by giving no less than 3 months prior notice or salary for unsaved period.
 - 7.3 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies, including any samples, literature, contracts, records, lists, drawings, blueprints, ledgers, notes, data and confidential information, in your possession or under your control related to your employment or to clients.

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INDORE CNC PRIVATE LIMITED

Madhyapradesh

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- 8.1 During your employment with the Company you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.
- 8.2 You must always maintain the highest degree of Confidentiality and keep the records; documents and other Confidential Information related to the business of the Company which may be known to you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information related to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.
- 8.3 At no time, will you remove any Confidential Information from the office without permission.
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9. Notices may be given by you to the Company at its registered office address. Notices may be given by the Company to you at the address intimated by you in the official records.
10. Acceptance of Employment Please confirm your acceptance by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

For Indore CNC Pvt Ltd,


General Manger

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Telephone: +91-7292407757

INDORE CNC PRIVATE LIMITED

Madhyapradesh

04/01/2018

Name: Shanmugam E

Enrollment Number: GET/IN/2018/261

Subject: Appointment for **Graduate Engineer Trainee**

Dear Shanmugam E,

We are pleased to offer you, the position of **Graduate Engineer Trainee**, on the following terms and conditions:

1. Commencement of employment your employment as General Engineer Trainee will be effective from 22/02/2018. You will perform administrative, architectural, and systems engineering tasks such as traveling to other sites when required, assisting on projects and writing up reports.
2. Salary your annual Total Employment Cost (TEC) is INR 1, 75,000/- (One Lakh Seventy Five Thousand Only).
3. Hours of Work The normal working days are Monday through Friday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company. The normal working hours are from 7am to 3pm and you are expected to work not less than 42 hours each week, and if necessary for additional hours depending on your responsibilities.
4. Leave/Holidays You are entitled to casual leave of 10 days. The Company shall notify a list of declared holidays in the beginning of each year.
5. Nature of duties you will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.
6. Company property you will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.
7. Termination
 - 7.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 2 months.
 - 7.2 You may terminate your employment with the Company, without any cause, by giving no less than 3 months prior notice or salary for unsaved period.
 - 7.3 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies, including any samples, literature, contracts, records, lists, drawings, blueprints, ledgers, notes, data and confidential Information, in your possession or under your control related to your employment or to clients.

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- 8.2 You must always maintain the highest degree of Confidentiality and keep the records; documents and other Confidential Information related to the business of the Company which may be known to you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information related to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.
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10. Acceptance of Employment Please confirm your acceptance by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

For Indore CNC Pvt Ltd,


General Manger

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Telephone: +91-7292407757

INDORE CNC PRIVATE LIMITED

Madhyapradesh

04/01/2018

Name: Vijay P

Enrollment Number: GET/IN/2018/262

Subject: Appointment for **Graduate Engineer Trainee**

Dear Vijay P,

We are pleased to offer you, the position of **Graduate Engineer Trainee**, on the following terms and conditions:

1. Commencement of employment your employment as General Engineer Trainee will be effective from 22/02/2018. You will perform administrative, architectural, and systems engineering tasks such as traveling to other sites when required, assisting on projects and writing up reports.
2. Salary your annual Total Employment Cost (TEC) is INR 1, 75,000/- (One Lakh Seventy Five Thousand Only).
3. Hours of Work The normal working days are Monday through Friday. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company. The normal working hours are from 7am to 3pm and you are expected to work not less than 42 hours each week, and if necessary for additional hours depending on your responsibilities.
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6. Company property you will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.
7. Termination
 - 7.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 2 months.
 - 7.2 You may terminate your employment with the Company, without any cause, by giving no less than 3 months prior notice or salary for unsaved period.
 - 7.3 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies, including any samples, literature, contracts, records, lists, drawings, blueprints, ledgers, notes, data and confidential Information, in your possession or under your control related to your employment or to clients.

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9. Notices may be given by you to the Company at its registered office address. Notices may be given by the Company to you at the address intimated by you in the official records.

10. Acceptance of Employment Please confirm your acceptance by signing and returning the duplicate copy. We welcome you, and look forward to receiving your acceptance and to working with you.

For Indore CNC Pvt Ltd,



General Manger

Indore CNC Private Limited, Nachiappan (Owner) Plot No 43,
Industrial Area No. 1. Pithampur, Dihar - 454775. Madhya Pradesh, India.
Telephone: +91-7292407757



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

01st August 2018

To

Aravindhhan

EGS/TE/2018/093

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear Aravindhhan,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st August 2018. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2. Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
- b) Creating test environments.
- c) Analyzing results and identifying the root cause of malfunctions.
- d) To run tests on various components and features in order to identify and fix technical issues.
- e) Your roles and responsibilities are outlined in the job description which is an extension of this contract.

f) Your signature will imply that you fully agree with all the terms and conditions laid out in this contract.

5. Monthly Salary: You are entitled to a monthly compensation amounting to Rs. 14,166/-. Which will be subject to all statutory and company deductions with regards to the law in force.

6. Working Hours: Your working hours will be from 9 am to 6 pm (Monday to Friday) and you will be required to work extra on shift based working hours if required. However, you may also be required to avail yourself outside these stipulated hours if the need arises.

7. Leave:

- a) **Vacation:** You will be entitled to 15 working days of leave at the full pay. However, the leave days should only taken at a time most suitable for both you and to company.
- b) **Sick leave:** You are entitled to up to 10 working days of sick leave at the full pay.

8. Termination:

This contract can be terminated:

- a) By either party by giving a prior 30 working days written notice or failure to which a compensation equivalent to a month's salary will be awarded.
(or)
- b) By the Company on grounds of indiscipline or under performance.
(or)
- c) By the Company on account of redundancy/ retrenchment as per the law.

9. Copyrights and Enforcement: You shall not work with any other company either full time or part-time in a capacity that would create a conflict of interest with the company.

10. Amendment and Enforcement: Any alternations or amendment to this contract shall be duly communicated in writing, taking into consideration both the employers and employees view.

With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

01st August 2018

To

Ranjani

EGS/TE/2018/094

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear Ranjani,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “Testing Engineer” with Joules Quare.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st August 2018. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2. Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
- b) Creating test environments.
- c) Analyzing results and identifying the root cause of malfunctions.
- d) To run tests on various components and features in order to identify and fix technical issues.
- e) Your roles and responsibilities are outlined in the job description which is an extension of this contract.

f) Your signature will imply that you fully agree with all the terms and conditions laid out in this contract.

5. Monthly Salary: You are entitled to a monthly compensation amounting to Rs. 14,166/-. Which will be subject to all statutory and company deductions with regards to the law in force.

6. Working Hours: Your working hours will be from 9 am to 6 pm (Monday to Friday) and you will be required to work extra on shift based working hours if required. However, you may also be required to avail yourself outside these stipulated hours if the need arises.

7. Leave:

a) **Vacation:** You will be entitled to 15 working days of leave at the full pay. However, the leave days should only taken at a time most suitable for both you and to company.

b) **Sick leave:** You are entitled to up to 10 working days of sick leave at the full pay.

8. Termination:

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c) By the Company on account of redundancy/ retrenchment as per the law.

9. Copyrights and Enforcement: You shall not work with any other company either full time or part-time in a capacity that would create a conflict of interest with the company.

10. Amendment and Enforcement: Any alternations or amendment to this contract shall be duly communicated in writing, taking into consideration both the employers and employees view.

With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

01st August 2018

To

Vinothini

EGS/TE/2018/095

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear Vinothini,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st August 2018. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2. Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.

3. Location: **Joules Quare** at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
- b) Creating test environments.
- c) Analyzing results and identifying the root cause of malfunctions.
- d) To run tests on various components and features in order to identify and fix technical issues.
- e) Your roles and responsibilities are outlined in the job description which is an extension of this contract.

f) Your signature will imply that you fully agree with all the terms and conditions laid out in this contract.

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7. Leave:

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With regards,



(SARA DAVID)

Director, Joules Square



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

01st August 2018

To

Aarthi .A

EGS/TE/2018/096

EGS Pillay Engineering College,

Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear Aarthi .A,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st August 2018. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2. Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
- b) Creating test environments.
- c) Analyzing results and identifying the root cause of malfunctions.
- d) To run tests on various components and features in order to identify and fix technical issues.
- e) Your roles and responsibilities are outlined in the job description which is an extension of this contract.

f) Your signature will imply that you fully agree with all the terms and conditions laid out in this contract.

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With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

01st August 2018

To

Priya Dharshini.K

EGS/TE/2018/097

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear Priya Dharshini.K,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

- 1. Date of Commencement:** You are expected to report to your duties as from 1st August 2018. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.
- 2. Reporting:** You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.
- 3. Location:** Joules Quare at Namakal.
- 4. Roles and Responsibilities:**
 - a) Inspecting raw materials and machinery.
 - b) Creating test environments.
 - c) Analyzing results and identifying the root cause of malfunctions.
 - d) To run tests on various components and features in order to identify and fix technical issues.
 - e) Your roles and responsibilities are outlined in the job description which is an extension of this contract.

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- c) By the Company on account of redundancy/ retrenchment as per the law.

9. Copyrights and Enforcement: You shall not work with any other company either full time or part-time in a capacity that would create a conflict of interest with the company.

10. Amendment and Enforcement: Any alternations or amendment to this contract shall be duly communicated in writing, taking into consideration both the employers and employees view.

With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

01st August 2018

To

Akilandeswari.R

EGS/TE/2018/098

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear Akilandeswari.R,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “Testing Engineer” with Joules Quare.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st August 2018. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2. Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company's interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
- b) Creating test environments.
- c) Analyzing results and identifying the root cause of malfunctions.
- d) To run tests on various components and features in order to identify and fix technical issues.
- e) Your roles and responsibilities are outlined in the job description which is an extension of this contract.

f) Your signature will imply that you fully agree with all the terms and conditions laid out in this contract.

5. Monthly Salary: You are entitled to a monthly compensation amounting to Rs. 14,166/-. Which will be subject to all statutory and company deductions with regards to the law in force.

6. Working Hours: Your working hours will be from 9 am to 6 pm (Monday to Friday) and you will be required to work extra on shift based working hours if required. However, you may also be required to avail yourself outside these stipulated hours if the need arises.

7. Leave:

a) **Vacation:** You will be entitled to 15 working days of leave at the full pay. However, the leave days should only taken at a time most suitable for both you and to company.

b) **Sick leave:** You are entitled to up to 10 working days of sick leave at the full pay.

8. Termination:

This contract can be terminated:

a) By either party by giving a prior 30 working days written notice or failure to which a compensation equivalent to a month's salary will be awarded.

(or)

b) By the Company on grounds of indiscipline or under performance.

(or)

c) By the Company on account of redundancy/ retrenchment as per the law.

9. Copyrights and Enforcement: You shall not work with any other company either full time or part-time in a capacity that would create a conflict of interest with the company.

10. Amendment and Enforcement: Any alternations or amendment to this contract shall be duly communicated in writing, taking into consideration both the employers and employees view.

With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

**49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in**

APPOINTMENT LETTER

01st August 2018

To

Archana A

EGS/TE/2018/099

EGS Pillay Engineering College,

Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear Archana A,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st August 2018. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2. Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.

3. Location: **Joules Quare** at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
- b) Creating test environments.
- c) Analyzing results and identifying the root cause of malfunctions.
- d) To run tests on various components and features in order to identify and fix technical issues.
- e) Your roles and responsibilities are outlined in the job description which is an extension of this contract.

f) Your signature will imply that you fully agree with all the terms and conditions laid out in this contract.

5. Monthly Salary: You are entitled to a monthly compensation amounting to Rs. 14,166/-. Which will be subject to all statutory and company deductions with regards to the law in force.

6. Working Hours: Your working hours will be from 9 am to 6 pm (Monday to Friday) and you will be required to work extra on shift based working hours if required. However, you may also be required to avail yourself outside these stipulated hours if the need arises.

7. Leave:

- a) **Vacation:** You will be entitled to 15 working days of leave at the full pay. However, the leave days should only taken at a time most suitable for both you and to company.
- b) **Sick leave:** You are entitled to up to 10 working days of sick leave at the full pay.

8. Termination:

This contract can be terminated:

- a) By either party by giving a prior 30 working days written notice or failure to which a compensation equivalent to a month's salary will be awarded.
(or)
- b) By the Company on grounds of indiscipline or under performance.
(or)
- c) By the Company on account of redundancy/ retrenchment as per the law.

9. Copyrights and Enforcement: You shall not work with any other company either full time or part-time in a capacity that would create a conflict of interest with the company.

10. Amendment and Enforcement: Any alternations or amendment to this contract shall be duly communicated in writing, taking into consideration both the employers and employees view.

With regards,



(SARA DAVID)

Director, Joules Square



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

01st August 2018

To

Fathima Farvin.A

EGS/TE/2018/100

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear Fathima Farvin.A,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st August 2018. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2. Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
- b) Creating test environments.
- c) Analyzing results and identifying the root cause of malfunctions.
- d) To run tests on various components and features in order to identify and fix technical issues.
- e) Your roles and responsibilities are outlined in the job description which is an extension of this contract.

f) Your signature will imply that you fully agree with all the terms and conditions laid out in this contract.

5. Monthly Salary: You are entitled to a monthly compensation amounting to Rs. 14,166/-. Which will be subject to all statutory and company deductions with regards to the law in force.

6. Working Hours: Your working hours will be from 9 am to 6 pm (Monday to Friday) and you will be required to work extra on shift based working hours if required. However, you may also be required to avail yourself outside these stipulated hours if the need arises.

7. Leave:

a) **Vacation:** You will be entitled to 15 working days of leave at the full pay. However, the leave days should only taken at a time most suitable for both you and to company.

b) **Sick leave:** You are entitled to up to 10 working days of sick leave at the full pay.

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This contract can be terminated:

a) By either party by giving a prior 30 working days written notice or failure to which a compensation equivalent to a month's salary will be awarded.

(or)

b) By the Company on grounds of indiscipline or under performance.

(or)

c) By the Company on account of redundancy/ retrenchment as per the law.

9. Copyrights and Enforcement: You shall not work with any other company either full time or part-time in a capacity that would create a conflict of interest with the company.

10. Amendment and Enforcement: Any alternations or amendment to this contract shall be duly communicated in writing, taking into consideration both the employers and employees view.

With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

01st August 2018

To

Kanagasundaram M

EGS/TE/2018/101

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear Kanagasundaram M,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st August 2018. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2. Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
- b) Creating test environments.
- c) Analyzing results and identifying the root cause of malfunctions.
- d) To run tests on various components and features in order to identify and fix technical issues.
- e) Your roles and responsibilities are outlined in the job description which is an extension of this contract.

f) Your signature will imply that you fully agree with all the terms and conditions laid out in this contract.

5. Monthly Salary: You are entitled to a monthly compensation amounting to Rs. 14,166/-. Which will be subject to all statutory and company deductions with regards to the law in force.

6. Working Hours: Your working hours will be from 9 am to 6 pm (Monday to Friday) and you will be required to work extra on shift based working hours if required. However, you may also be required to avail yourself outside these stipulated hours if the need arises.

7. Leave:

- a) **Vacation:** You will be entitled to 15 working days of leave at the full pay. However, the leave days should only taken at a time most suitable for both you and to company.
- b) **Sick leave:** You are entitled to up to 10 working days of sick leave at the full pay.

8. Termination:

This contract can be terminated:

- a) By either party by giving a prior 30 working days written notice or failure to which a compensation equivalent to a month's salary will be awarded.
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- b) By the Company on grounds of indiscipline or under performance.
(or)
- c) By the Company on account of redundancy/ retrenchment as per the law.

9. Copyrights and Enforcement: You shall not work with any other company either full time or part-time in a capacity that would create a conflict of interest with the company.

10. Amendment and Enforcement: Any alternations or amendment to this contract shall be duly communicated in writing, taking into consideration both the employers and employees view.

With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

01st August 2018

To

Gopu B

EGS/TE/2018/102

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear Gopu B,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st August 2018. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2. Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
- b) Creating test environments.
- c) Analyzing results and identifying the root cause of malfunctions.
- d) To run tests on various components and features in order to identify and fix technical issues.
- e) Your roles and responsibilities are outlined in the job description which is an extension of this contract.

- f) Your signature will imply that you fully agree with all the terms and conditions laid out in this contract.

5. Monthly Salary: You are entitled to a monthly compensation amounting to Rs. 14,166/-. Which will be subject to all statutory and company deductions with regards to the law in force.

6. Working Hours: Your working hours will be from 9 am to 6 pm (Monday to Friday) and you will be required to work extra on shift based working hours if required. However, you may also be required to avail yourself outside these stipulated hours if the need arises.

7. Leave:

- a) **Vacation:** You will be entitled to 15 working days of leave at the full pay. However, the leave days should only taken at a time most suitable for both you and to company.
b) **Sick leave:** You are entitled to up to 10 working days of sick leave at the full pay.

8. Termination:

This contract can be terminated:

- a) By either party by giving a prior 30 working days written notice or failure to which a compensation equivalent to a month's salary will be awarded.
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b) By the Company on grounds of indiscipline or under performance.
(or)
c) By the Company on account of redundancy/ retrenchment as per the law.

9. Copyrights and Enforcement: You shall not work with any other company either full time or part-time in a capacity that would create a conflict of interest with the company.

10. Amendment and Enforcement: Any alternations or amendment to this contract shall be duly communicated in writing, taking into consideration both the employers and employees view.

With regards,



(SARA DAVID)

Director, Joules Square



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

01st August 2018

To

Surya.S

EGS/TE/2018/103

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear Surya.S,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st August 2018. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2. Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
- b) Creating test environments.
- c) Analyzing results and identifying the root cause of malfunctions.
- d) To run tests on various components and features in order to identify and fix technical issues.
- e) Your roles and responsibilities are outlined in the job description which is an extension of this contract.

f) Your signature will imply that you fully agree with all the terms and conditions laid out in this contract.

5. Monthly Salary: You are entitled to a monthly compensation amounting to Rs. 14,166/-. Which will be subject to all statutory and company deductions with regards to the law in force.

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This contract can be terminated:

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- b) By the Company on grounds of indiscipline or under performance.
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- c) By the Company on account of redundancy/ retrenchment as per the law.

9. Copyrights and Enforcement: You shall not work with any other company either full time or part-time in a capacity that would create a conflict of interest with the company.

10. Amendment and Enforcement: Any alternations or amendment to this contract shall be duly communicated in writing, taking into consideration both the employers and employees view.

With regards,



(SARA DAVID)

Director, Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

APPOINTMENT LETTER

01st August 2018

To

Ragul R

EGS/TE/2018/104

EGS Pillay Engineering College,
Nagapattinam.

Subject: Appointment for the post of Testing Engineer

Dear Ragul R,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of “**Testing Engineer**” with **Joules Quare**.

The terms and conditions of your employment are as follows:

1. Date of Commencement: You are expected to report to your duties as from 1st August 2018. Your contract is based on a period of three years after which we may renew it based on your work performance and mutual agreement.

2. Reporting: You will report to your immediate supervisor on the said date. You are required to comply with the company rules and regulations at all given times and should always act in a manner that protects the company’s interest.

3. Location: Joules Quare at Namakal.

4. Roles and Responsibilities:

- a) Inspecting raw materials and machinery.
- b) Creating test environments.
- c) Analyzing results and identifying the root cause of malfunctions.
- d) To run tests on various components and features in order to identify and fix technical issues.
- e) Your roles and responsibilities are outlined in the job description which is an extension of this contract.

f) Your signature will imply that you fully agree with all the terms and conditions laid out in this contract.

5. Monthly Salary: You are entitled to a monthly compensation amounting to Rs. 14,166/-. Which will be subject to all statutory and company deductions with regards to the law in force.

6. Working Hours: Your working hours will be from 9 am to 6 pm (Monday to Friday) and you will be required to work extra on shift based working hours if required. However, you may also be required to avail yourself outside these stipulated hours if the need arises.

7. Leave:

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This contract can be terminated:

- a) By either party by giving a prior 30 working days written notice or failure to which a compensation equivalent to a month's salary will be awarded.
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- b) By the Company on grounds of indiscipline or under performance.
(or)
- c) By the Company on account of redundancy/ retrenchment as per the law.

9. Copyrights and Enforcement: You shall not work with any other company either full time or part-time in a capacity that would create a conflict of interest with the company.

10. Amendment and Enforcement: Any alternations or amendment to this contract shall be duly communicated in writing, taking into consideration both the employers and employees view.

With regards,



(SARA DAVID)

Director, Joules Square



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

OFFER LETTER

To
J.Bhuvaneswari

Dear **J.Bhuvaneswari**,

We are pleased to inform that, you have been selected as **Software Trainee** in our organization. On joining you will be under probation for a period of 6 (Six) months from the date of joining. During this probationary period, you will be eligible for an annual compensation of **Rupees 1,55,000/-** (Rupees One lakhs Fifty Five Thousand only). Subsequent to your successful completion of probation, you will be eligible for an annual salary package of **Rupees 1,70,000/-** (One lakhs Seventy thousand only). The detailed terms and conditions of your appointment shall be issue to you along with your appointment order.

At the time of joining you are required to sign a service bond with our organization. As per the bond, you will be required to serve the company for a period of at least 2 years from the date of joining. You are required to mandatorily possess a valid passport and income tax PAN card at the time of joining the company.

This letter of intent is valid subject to being completing your academic course with a minimum grade of first class or equivalent grade as specified at the time of your selection, or meeting the eligibility criteria.

Confirm your acceptance of this offer by signing it and returning it back to the organization.

Ref. No. : EGS/ST/2018/109

Date : 16.02.2018

With regards,

(SARA DAVID) ,Director/Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

OFFER LETTER

To
Devendiran K

Dear **Devendiran K**,

We are pleased to inform that, you have been selected as **Software Trainee** in our organization. On joining you will be under probation for a period of 6 (Six) months from the date of joining. During this probationary period, you will be eligible for an annual compensation of **Rupees 1,55,000/-** (Rupees One lakhs Fifty Five Thousand only). Subsequent to your successful completion of probation, you will be eligible for an annual salary package of **Rupees 1,70,000/-** (One lakhs Seventy thousand only). The detailed terms and conditions of your appointment shall be issue to you along with your appointment order.

At the time of joining you are required to sign a service bond with our organization. As per the bond, you will be required to serve the company for a period of at least 2 years from the date of joining. You are required to mandatorily possess a valid passport and income tax PAN card at the time of joining the company.

This letter of intent is valid subject to being completing your academic course with a minimum grade of first class or equivalent grade as specified at the time of your selection, or meeting the eligibility criteria.

Confirm your acceptance of this offer by signing it and returning it back to the organization.

Ref. No. : EGS/ST/2018/110

Date : 16.02.2018

With regards,

(SARA DAVID) ,Director/Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

OFFER LETTER

To
Jayabharathi S

Dear **Jayabharathi S**,

We are pleased to inform that, you have been selected as **Software Trainee** in our organization. On joining you will be under probation for a period of 6 (Six) months from the date of joining. During this probationary period, you will be eligible for an annual compensation of **Rupees 1,55,000/-** (Rupees One lakhs Fifty Five Thousand only). Subsequent to your successful completion of probation, you will be eligible for an annual salary package of **Rupees 1,70,000/-** (One lakhs Seventy thousand only). The detailed terms and conditions of your appointment shall be issue to you along with your appointment order.

At the time of joining you are required to sign a service bond with our organization. As per the bond, you will be required to serve the company for a period of at least 2 years from the date of joining. You are required to mandatorily possess a valid passport and income tax PAN card at the time of joining the company.

This letter of intent is valid subject to being completing your academic course with a minimum grade of first class or equivalent grade as specified at the time of your selection, or meeting the eligibility criteria.

Confirm your acceptance of this offer by signing it and returning it back to the organization.

Ref. No. : EGS/ST/2018/111

Date : 16.02.2018

With regards,

(SARA DAVID) ,Director/Joules Quare



JOULES QUARE

49/5, Floor 1, CSM Complex, Pon Nagar
Salem Main Road, Namakal- 637001
Email: saradavid@joulesquare.co.in

OFFER LETTER

To
Pavitha V

Dear Pavitha V,

We are pleased to inform that, you have been selected as **Software Trainee** in our organization. On joining you will be under probation for a period of 6 (Six) months from the date of joining. During this probationary period, you will be eligible for an annual compensation of **Rupees 1,55,000/-** (Rupees One lakhs Fifty Five Thousand only). Subsequent to your successful completion of probation, you will be eligible for an annual salary package of **Rupees 1,70,000/-** (One lakhs Seventy thousand only). The detailed terms and conditions of your appointment shall be issue to you along with your appointment order.

At the time of joining you are required to sign a service bond with our organization. As per the bond, you will be required to serve the company for a period of at least 2 years from the date of joining. You are required to mandatorily possess a valid passport and income tax PAN card at the time of joining the company.

This letter of intent is valid subject to being completing your academic course with a minimum grade of first class or equivalent grade as specified at the time of your selection, or meeting the eligibility criteria.

Confirm your acceptance of this offer by signing it and returning it back to the organization.

Ref. No. : EGS/ST/2018/112

Date : 16.02.2018

With regards,

(SARA DAVID) ,Director/Joules Quare



Date: 29.06.2018

LETTER OF APPOINTMENT

Dear **Kiruthika S,**

Employee ID: **EGS/2017/1954**

SUB: Letter of appointment for the post of **Site Engineer.**

We are pleased to appoint you as the "**Site Engineer**" beginning from **June 2018**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign the send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs.1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,
Municipal Licensed Surveyor.



Date: 29.06.2018

LETTER OF APPOINTMENT

Dear **Asha R,**

Employee ID: **EGS/2017/1955**

SUB: Letter of appointment for the post of **Site Engineer.**

We are pleased to appoint you as the "**Site Engineer**" beginning from **June 2018**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign and send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs.1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,

Municipal Licensed Surveyor.



Date: 29.06.2018

LETTER OF APPOINTMENT

Dear **B.Prathap,**

Employee ID: **EGS/2017/1956**

SUB: Letter of appointment for the post of **Site Engineer.**

We are pleased to appoint you as the "**Site Engineer**" beginning from **June 2018**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign the send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs.1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,
Municipal Licensed Surveyor.



Date: 29.06.2018

LETTER OF APPOINTMENT

Dear **Amarnath J,**

Employee ID: **EGS/2017/1957**

SUB: Letter of appointment for the post of **Site Engineer.**

We are pleased to appoint you as the "**Site Engineer**" beginning from **June 2018**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign the send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs.1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,
Municipal Licensed Surveyor.



Date: 29.06.2018

LETTER OF APPOINTMENT

Dear **Aravinthan M,**

Employee ID: **EGS/2017/1958**

SUB: Letter of appointment for the post of **Site Engineer.**

We are pleased to appoint you as the "**Site Engineer**" beginning from **June 2018**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign the send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs.1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,
Municipal Licensed Surveyor.



Date: 29.06.2018

LETTER OF APPOINTMENT

Dear **Chandra Mohan V,**

Employee ID: **EGS/2017/1959**

SUB: Letter of appointment for the post of **Site Engineer.**

We are pleased to appoint you as the "**Site Engineer**" beginning from **June 2018**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign the send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs.1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,
Municipal Licensed Surveyor.



Date: 29.06.2018

LETTER OF APPOINTMENT

Dear **Hariharan T,**

Employee ID: **EGS/2017/1960**

SUB: Letter of appointment for the post of **Site Engineer.**

We are pleased to appoint you as the "**Site Engineer**" beginning from **June 2018**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign the send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs.1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,
Municipal Licensed Surveyor.



Date: 29.06.2018

LETTER OF APPOINTMENT

Dear **Harikaran S,**

Employee ID: **EGS/2017/1961**

SUB: Letter of appointment for the post of **Site Engineer.**

We are pleased to appoint you as the "**Site Engineer**" beginning from **June 2018**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign and send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs.1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,
Municipal Licensed Surveyor.



Date: 29.06.2018

LETTER OF APPOINTMENT

Dear **Karthikeyan K,**

Employee ID: **EGS/2017/1962**

SUB: Letter of appointment for the post of **Site Engineer.**

We are pleased to appoint you as the "**Site Engineer**" beginning from **June 2018**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign the send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs.1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,

Municipal Licensed Surveyor.



Date: 29.06.2018

LETTER OF APPOINTMENT

Dear **Mohan Raj N,**

Employee ID: **EGS/2017/1963**

SUB: Letter of appointment for the post of **Site Engineer.**

We are pleased to appoint you as the "**Site Engineer**" beginning from **June 2018**. We would like to offer our warm welcome to our company and wish you success during your tenure.

Should the proposed terms and conditions be favorable to you, and if you are therefore willing to accept this appointment, please sign the send copies of this letter.

If, however, we don't get a response by the end of office hours on the set date, the offer will automatically be withdrawn.

Your annual CTC will be **Rs.1.68 Lakh/annum** and incentives will be provided based on your performance

Welcome to the team, the company is looking forward to working with you.

Sincerely,

For

Priyan Builders

Er. Tamil Priyan

Consulting Civil Engineer,
Municipal Licensed Surveyor.



BCS/2018/TEX/127
11.04.2018

Dear Mr. /Ms. R.SANGEETHA

With reference to your application and the subsequent interview you had with us for a career with our company, we are pleased to offer you an appointment for the post of **Junior Software Programmer** in our organization with effect from the date of joining. The company will expect you to work with high standard of initiative, efficiency and ethics.

Your date of reporting will be 23.05.2018.

Terms and Conditions:

Salary and other Benefits:

Your salary Package will be 1.20L Per annum, it's depend upon your work performance.

Important: The company information is confidential. As a company policy, we prohibit sharing this information with other employees or unauthorized personnel. Company will treat any violation of this as serious matter.

***Termination:**

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 of the term 'Misconduct' in case of reasonable suspicion of misconduct, disloyalty, commission of any act involving moral turpitude, any act of discipline or inefficiency as compared to other employee or lower performance as compared to other employee.

Please sign the duplicate copy of this letter in token of your acceptance of the above terms and conditions on receipt of this letter.

For BLUECHIP SOLUTIONS

HR MANAGER



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Appointment No:201806842

To

Vignesh.D,

E.G.S.Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **Vignesh.D,**

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on Nov 22nd 2017. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. June 7th 2018.
2. The complete list of your salary and other allowance that is enclosed with the letter.
3. You will be on three month probation with the company. The duration of probation period can be revised on the discretion of management depending upon your performance. During this period, you are not entitled for any for any paid leaves. And if any party wishes to call off this contract then it has to be done with a notice period of 7 days.
4. You will then be entitled for various other benefits as the employee of the company which will be mention in detailed in the letter.
5. Any increment in salary or rewards will be based on the performance parameters defined by the company and your performance will be measured against those parameters.
6. In case you are absent from work without any prior information then you will be entitled for loss of pay. Moreover, if you are absent from your work without information for more than four times in a year, management will have the discretionary power to take an action against you.
7. During your period of employment, you will have to maintain complete secrecy on projects you will be working on, about clients and the company.
8. You will have to update your knowledge by going for refreshers' courses to hone your skills, the fee for which will be borne by the company.



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9. Your annual Remuneration will be **Rs.1,66,835/- (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).**

Organization contribution

Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

1. You are required to produce all your certificates and documents. In addition, you would also be required to submit 3 passport size colour photographs and coy of the non-blank pages of your passport.
2. The company has the rights to decide / change the work location or deploy at offsite at any time with respect to the operational requirements.
3. You would render all reasonable duties and functions expected of you. During the tenure of your employment with the company, you will devote your abilities to the performance of the assignments given to you and agree to comply with company's existing and future policies as may be amended and supplemented from time to time.
4. You shall be present in the office during normal working hours or in shifts as may be communicated to you by your reporting manager. You may be required to come either early or stay late hours depending on the business needs and may have to work additional hours on request.

Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No:201806843

To

Pavithra.M,

E.G.S.Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **Pavithra.M,**

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on Nov 22nd 2017. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. June 7th 2018.
2. The complete list of your salary and other allowance that is enclosed with the letter.
3. You will be on three month probation with the company. The duration of probation period can be revised on the discretion of management depending upon your performance. During this period, you are not entitled for any for any paid leaves. And if any party wishes to call off this contract then it has to be done with a notice period of 7 days.
4. You will then be entitled for various other benefits as the employee of the company which will be mention in detailed in the letter.
5. Any increment in salary or rewards will be based on the performance parameters defined by the company and your performance will be measured against those parameters.
6. In case you are absent from work without any prior information then you will be entitled for loss of pay. Moreover, if you are absent from your work without information for more than four times in a year, management will have the discretionary power to take an action against you.
7. During your period of employment, you will have to maintain complete secrecy on projects you will be working on, about clients and the company.
8. You will have to update your knowledge by going for refreshers' courses to hone your skills, the fee for which will be borne by the company.



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9. Your annual Remuneration will be **Rs.1,66,835/- (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).**

Organization contribution

Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

1. You are required to produce all your certificates and documents. In addition, you would also be required to submit 3 passport size colour photographs and coy of the non-blank pages of your passport.
2. The company has the rights to decide / change the work location or deploy at offsite at any time with respect to the operational requirements.
3. You would render all reasonable duties and functions expected of you. During the tenure of your employment with the company, you will devote your abilities to the performance of the assignments given to you and agree to comply with company's existing and future policies as may be amended and supplemented from time to time.
4. You shall be present in the office during normal working hours or in shifts as may be communicated to you by your reporting manager. You may be required to come either early or stay late hours depending on the business needs and may have to work additional hours on request.

Regards

L. Suresh Kumar

HR Manager, EmbedNS



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Appointment No:201806844

To

Durga Devi.J,

E.G.S.Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **Durga Devi.J,**

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on Nov 22nd 2017. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e: June 7th 2018.
2. The complete list of your salary and other allowance that is enclosed with the letter.
3. You will be on three month probation with the company. The duration of probation period can be revised on the discretion of management depending upon your performance. During this period, you are not entitled for any for any paid leaves. And if any party wishes to call off this contract then it has to be done with a notice period of 7 days.
4. You will then be entitled for various other benefits as the employee of the company which will be mention in detailed in the letter.
5. Any increment in salary or rewards will be based on the performance parameters defined by the company and your performance will be measured against those parameters.
6. In case you are absent from work without any prior information then you will be entitled for loss of pay. Moreover, if you are absent from your work without information for more than four times in a year, management will have the discretionary power to take an action against you.
7. During your period of employment, you will have to maintain complete secrecy on projects you will be working on, about clients and the company.
8. You will have to update your knowledge by going for refreshers' courses to hone your skills, the fee for which will be borne by the company.

No. 5, Bharathiyar Street, Ellaipillaichavady, Thanthai Periyar Nagar, Puducherry- 605005

Email:lskumar@embedns.in



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9. Your annual Remuneration will be **Rs.1,66,835/-** (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).

Organization contribution

Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

1. You are required to produce all your certificates and documents. In addition, you would also be required to submit 3 passport size colour photographs and coy of the non-blank pages of your passport.
2. The company has the rights to decide / change the work location or deploy at offsite at any time with respect to the operational requirements.
3. You would render all reasonable duties and functions expected of you. During the tenure of your employment with the company, you will devote your abilities to the performance of the assignments given to you and agree to comply with company's existing and future policies as may be amended and supplemented from time to time.
4. You shall be present in the office during normal working hours or in shifts as may be communicated to you by your reporting manager. You may be required to come either early or stay late hours depending on the business needs and may have to work additional hours on request.

Regards

L. Suresh Kumar

HR Manager, EmbedNS



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Appointment No:201806845

To

Bavitha N,

E.G.S.Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **Bavitha N,**

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on Nov 22nd 2017. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. June 7th 2018.
2. The complete list of your salary and other allowance that is enclosed with the letter.
3. You will be on three month probation with the company. The duration of probation period can be revised on the discretion of management depending upon your performance. During this period, you are not entitled for any for any paid leaves. And if any party wishes to call off this contract then it has to be done with a notice period of 7 days.
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Organization contribution

Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

1. You are required to produce all your certificates and documents. In addition, you would also be required to submit 3 passport size colour photographs and coy of the non-blank pages of your passport.
2. The company has the rights to decide / change the work location or deploy at offsite at any time with respect to the operational requirements.
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4. You shall be present in the office during normal working hours or in shifts as may be communicated to you by your reporting manager. You may be required to come either early or stay late hours depending on the business needs and may have to work additional hours on request.

Regards

L. Suresh Kumar

HR Manager, EmbedNS



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Appointment No:201806846

To

Nafila Shafreen N,

E.G.S.Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **Nafila Shafreen N,**

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on Nov 22nd 2017. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. June 7th 2018.
2. The complete list of your salary and other allowance that is enclosed with the letter.
3. You will be on three month probation with the company. The duration of probation period can be revised on the discretion of management depending upon your performance. During this period, you are not entitled for any for any paid leaves. And if any party wishes to call off this contract then it has to be done with a notice period of 7 days.
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Organization contribution

Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

1. You are required to produce all your certificates and documents. In addition, you would also be required to submit 3 passport size colour photographs and coy of the non-blank pages of your passport.
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4. You shall be present in the office during normal working hours or in shifts as may be communicated to you by your reporting manager. You may be required to come either early or stay late hours depending on the business needs and may have to work additional hours on request.

Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No:201806847

To

Sivaranajni M,

E.G.S.Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **Sivaranajni M,**

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on Nov 22nd 2017. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. June 7th 2018.
2. The complete list of your salary and other allowance that is enclosed with the letter.
3. You will be on three month probation with the company. The duration of probation period can be revised on the discretion of management depending upon your performance. During this period, you are not entitled for any for any paid leaves. And if any party wishes to call off this contract then it has to be done with a notice period of 7 days.
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Organization contribution

Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

1. You are required to produce all your certificates and documents. In addition, you would also be required to submit 3 passport size colour photographs and coy of the non-blank pages of your passport.
2. The company has the rights to decide / change the work location or deploy at offsite at any time with respect to the operational requirements.
3. You would render all reasonable duties and functions expected of you. During the tenure of your employment with the company, you will devote your abilities to the performance of the assignments given to you and agree to comply with company's existing and future policies as may be amended and supplemented from time to time.
4. You shall be present in the office during normal working hours or in shifts as may be communicated to you by your reporting manager. You may be required to come either early or stay late hours depending on the business needs and may have to work additional hours on request.

Regards

L. Suresh Kumar

HR Manager, EmbedNS



EmbedNs

Appointment No: **201806848**

To

Sunilkumar S,

E.G.S.Pillay Engineering College,

Nagapattinam.

Sub: Appointment Letter for Support Engineer

Dear **Sunilkumar S,**

We are pleased to inform you that you have been selected for the profile of "Support Engineer" based on the results of interviews conducted on Nov 22nd 2017. Listed below are the terms and conditions of the employment as agrees upon:

1. The appointment with our organization is effective from the date of joining i.e. June 7th 2018.
2. The complete list of your salary and other allowance that is enclosed with the letter.
3. You will be on three month probation with the company. The duration of probation period can be revised on the discretion of management depending upon your performance. During this period, you are not entitled for any for any paid leaves. And if any party wishes to call off this contract then it has to be done with a notice period of 7 days.
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9. Your annual Remuneration will be **Rs.1,66,835/- (Rupees one lakh sixty-six Thousand Eight Hundred and Thirty Five only).**

Organization contribution

Particulars	Monthly pay	Annual pay
Employer PF	660	7,920
Employer ESI	420	5,039
Employer Insurance		
Total	1,080	12,959
CTC	14,000	1,66,835
Take Home	12,163	1,45,956

Terms and conditions:

1. You are required to produce all your certificates and documents. In addition, you would also be required to submit 3 passport size colour photographs and coy of the non-blank pages of your passport.
2. The company has the rights to decide / change the work location or deploy at offsite at any time with respect to the operational requirements.
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4. You shall be present in the office during normal working hours or in shifts as may be communicated to you by your reporting manager. You may be required to come either early or stay late hours depending on the business needs and may have to work additional hours on request.

Regards

L. Suresh Kumar

HR Manager, EmbedNS



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

02.03.2018

Dear G.Abirami,

Employee ID: MCS/2018/267

In accordance to our discussion, we have pleasure in selecting you as a Junior Software Developer with effect from **02.03.2018**.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

APPOINTMENT

a) Your Gross Salary will be Rs.13, 400 per month

The breakup of salary components and allowances would be as per the company policy (which will appear on your monthly pay-slip). Variable element will be communicated to you separately. These components may vary from time to time depending on the policy of the company. In addition, if you are eligible for any other perquisites as per the Company's policy, the same will be communicated to you separately.

b) Your appointment will be further subject to verification of your credentials, testimonials and other particulars mentioned in your application at the time of your appointment. In case, the information provided is found wrong, your appointment shall deem to be cancelled, irrespective of whether you have joined duty upon your selection.

Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

02.03.2018

Dear Sivarajan K,

Employee ID: MCS/2018/268

In accordance to our discussion, we have pleasure in selecting you as a Junior Software Developer with effect from **02.03.2018**.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

APPOINTMENT

a) Your Gross Salary will be Rs.13, 400 per month

The breakup of salary components and allowances would be as per the company policy (which will appear on your monthly pay-slip). Variable element will be communicated to you separately. These components may vary from time to time depending on the policy of the company. In addition, if you are eligible for any other perquisites as per the Company's policy, the same will be communicated to you separately.

b) Your appointment will be further subject to verification of your credentials, testimonials and other particulars mentioned in your application at the time of your appointment. In case, the information provided is found wrong, your appointment shall deem to be cancelled, irrespective of whether you have joined duty upon your selection.

Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

02.03.2018

Dear P.Arunkumar,

Employee ID: MCS/2018/269

In accordance to our discussion, we have pleasure in selecting you as a Junior Software Developer with effect from **02.03.2018**.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

APPOINTMENT

a) Your Gross Salary will be Rs.13, 400 per month

The breakup of salary components and allowances would be as per the company policy (which will appear on your monthly pay-slip). Variable element will be communicated to you separately. These components may vary from time to time depending on the policy of the company. In addition, if you are eligible for any other perquisites as per the Company's policy, the same will be communicated to you separately.

b) Your appointment will be further subject to verification of your credentials, testimonials and other particulars mentioned in your application at the time of your appointment. In case, the information provided is found wrong, your appointment shall deem to be cancelled, irrespective of whether you have joined duty upon your selection.

Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

02.03.2018

Dear Swarnalatha.S,

Employee ID: MCS/2018/270

In accordance to our discussion, we have pleasure in selecting you as a Junior Software Developer with effect from **02.03.2018**.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

APPOINTMENT

a) Your Gross Salary will be Rs.13, 400 per month

The breakup of salary components and allowances would be as per the company policy (which will appear on your monthly pay-slip). Variable element will be communicated to you separately. These components may vary from time to time depending on the policy of the company. In addition, if you are eligible for any other perquisites as per the Company's policy, the same will be communicated to you separately.

b) Your appointment will be further subject to verification of your credentials, testimonials and other particulars mentioned in your application at the time of your appointment. In case, the information provided is found wrong, your appointment shall deem to be cancelled, irrespective of whether you have joined duty upon your selection.

Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

02.03.2018

Dear Akalya.R,

Employee ID: MCS/2018/271

In accordance to our discussion, we have pleasure in selecting you as a Junior Software Developer with effect from **02.03.2018**.

You will be on probation for a period of SIX months from the date of your appointment and will be subject to confirmation on satisfactory completion of the probation period. You shall be in employment of Mirchi Computer Solutions. This supersedes all earlier letters/ contracts related to employment or hire of services.

Your appointment shall be subject to the Terms and Conditions as follows:

APPOINTMENT

a) Your Gross Salary will be Rs.13, 400 per month

The breakup of salary components and allowances would be as per the company policy (which will appear on your monthly pay-slip). Variable element will be communicated to you separately. These components may vary from time to time depending on the policy of the company. In addition, if you are eligible for any other perquisites as per the Company's policy, the same will be communicated to you separately.

b) Your appointment will be further subject to verification of your credentials, testimonials and other particulars mentioned in your application at the time of your appointment. In case, the information provided is found wrong, your appointment shall deem to be cancelled, irrespective of whether you have joined duty upon your selection.

Wishing you the very best in your career with us.

Thanking you

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

29.12.2017

Dear J Jessy Madona A,

Offer No.: MCS/2018/271

In reference to your interview we are glad to inform you that you have been selected for the position of software Engineer in our esteemed organization at our Trichy branch.

Details of employment are as below:

Particulars	Details
Employment Type	Full time
CTC	Rs.1.60/- Annum
Other Benefits	Food, transportation, Insurance and other perks
Job Role	Trainee
Reporting Date	02.03.2018
Reporting Time	08.00 a.m.

Terms & Conditions:

1. Working 6 days a week, 8 hours per day as per labor law
2. Food and transportation will be provided by the company
3. Period of contract will be 2 years
4. Accommodation allowance is inclusive in the salary (if needed)

If you choose to accept this offer, please return the second copy of this letter duly signed in the space provided.

We look forward to a long-lasting relationship ahead.

Thank you.

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

29.12.2017

Dear **Shakthi Priya M**,

Offer No.: **MCS/2018/272**

In reference to your interview we are glad to inform you that you have been selected for the position of software Engineer in our esteemed organization at our Trichy branch.

Details of employment are as below:

Particulars	Details
Employment Type	Full time
CTC	Rs.1.60/- Annum
Other Benefits	Food, transportation, Insurance and other perks
Job Role	Trainee
Reporting Date	02.03.2018
Reporting Time	08.00 a.m.

Terms & Conditions:

1. Working 6 days a week, 8 hours per day as per labor law
2. Food and transportation will be provided by the company
3. Period of contract will be 2 years
4. Accommodation allowance is inclusive in the salary (if needed)

If you choose to accept this offer, please return the second copy of this letter duly signed in the space provided.

We look forward to a long-lasting relationship ahead.

Thank you.

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

29.12.2017

Dear Sowmiya .S,

Offer No.: MCS/2018/273

In reference to your interview we are glad to inform you that you have been selected for the position of software Engineer in our esteemed organization at our Trichy branch.

Details of employment are as below:

Particulars	Details
Employment Type	Full time
CTC	Rs.1.60/- Annum
Other Benefits	Food, transportation, Insurance and other perks
Job Role	Trainee
Reporting Date	02.03.2018
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Terms & Conditions:

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2. Food and transportation will be provided by the company
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If you choose to accept this offer, please return the second copy of this letter duly signed in the space provided.

We look forward to a long-lasting relationship ahead.

Thank you.

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

29.12.2017

Dear Swathi R,

Offer No.: MCS/2018/274

In reference to your interview we are glad to inform you that you have been selected for the position of software Engineer in our esteemed organization at our Trichy branch.

Details of employment are as below:

Particulars	Details
Employment Type	Full time
CTC	Rs.1.60/- Annum
Other Benefits	Food, transportation, Insurance and other perks
Job Role	Trainee
Reporting Date	02.03.2018
Reporting Time	08.00 a.m.

Terms & Conditions:

1. Working 6 days a week, 8 hours per day as per labor law
2. Food and transportation will be provided by the company
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If you choose to accept this offer, please return the second copy of this letter duly signed in the space provided.

We look forward to a long-lasting relationship ahead.

Thank you.

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

29.12.2017

Dear Vimaladevi S,

Offer No.: MCS/2018/275

In reference to your interview we are glad to inform you that you have been selected for the position of software Engineer in our esteemed organization at our Trichy branch.

Details of employment are as below:

Particulars	Details
Employment Type	Full time
CTC	Rs.1.60/- Annum
Other Benefits	Food, transportation, Insurance and other perks
Job Role	Trainee
Reporting Date	02.03.2018
Reporting Time	08.00 a.m.

Terms & Conditions:

1. Working 6 days a week, 8 hours per day as per labor law
2. Food and transportation will be provided by the company
3. Period of contract will be 2 years
4. Accommodation allowance is inclusive in the salary (if needed)

If you choose to accept this offer, please return the second copy of this letter duly signed in the space provided.

We look forward to a long-lasting relationship ahead.

Thank you.

Suresh Kumar
HR manager



22, B -Block C, Nehru Nagar, Trichy
Email: arathana@mirchicomputersolutions.com

29.12.2017

Dear Nithya A,

Offer No.: MCS/2018/276

In reference to your interview we are glad to inform you that you have been selected for the position of software Engineer in our esteemed organization at our Trichy branch.

Details of employment are as below:

Particulars	Details
Employment Type	Full time
CTC	Rs.1.60/- Annum
Other Benefits	Food, transportation, Insurance and other perks
Job Role	Trainee
Reporting Date	02.03.2018
Reporting Time	08.00 a.m.

Terms & Conditions:

1. Working 6 days a week, 8 hours per day as per labor law
2. Food and transportation will be provided by the company
3. Period of contract will be 2 years
4. Accommodation allowance is inclusive in the salary (if needed)

If you choose to accept this offer, please return the second copy of this letter duly signed in the space provided.

We look forward to a long-lasting relationship ahead.

Thank you.

Suresh Kumar
HR manager



Date: 29.06.2018

NCR/ Rect /8024

To

Mr.Manibharathi
No.27, Ezhil Nagar,
TVR Main Road,
Thiruthuraipoondi.

Dear Manibharathi,

On the basis of particulars furnished in your bio-data of your application and the subsequent test and personal interview with us, we are pleased to inform you that you have been appointed to be as a **“Software Trainee”** in our organization subject to your acceptance to the **“Terms & Conditions”** furnished in the Annexure I. Your cost of the company (CTC) would be **Rs.1,60,000** Per Annum.

You will be Trainee for a period not exceeding six months from the date of joining **(16.07.2018)** and on successful and satisfactory completion of your training, you will be eligible subject to your acceptance of our appoint and subject to availability of regular vacancies to the position for which have you been trained. You will be in Monitor of your performance for three months by the Corporate Trainers.

Please submit the following documents, on the date of joining us

1. SSLC/HSC
2. B.E Provisional, TC & Conduct Certificate
3. Proof of identity and address
4. Latest passport size color photograph- 5 No's

Yours Sincerely,

For NCR Corporation Pvt Ltd.


Authorized Signatory.

24 SEP 2018

Ms .D.Kowsalya,
4,church street
Karaikal.

Dear Kowsalya,

With reference to the interview you had with us we are glad to offer you an appointment as freelance trainee from 02 **NOV 2018** .

During this tenure, your monthly services charges will be **Rs.1.6L** per annum, with appropriate TDS deductions.

During this period if your performance is found unsatisfactory, your appointment may stand terminated without any notice or compensation in lieu thereof. **You have to give seven days' notice in case you leave during this tenure.**

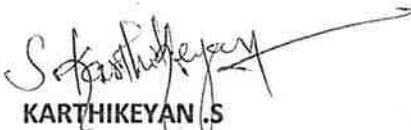
You will be governed by the rules and regulations of the organization relating to working hours , shift timings ,discipline and other policies and procedures .This will be made available to you separately.

You need to sign a Non-Disclosure Agreement as part of this association.

Please return the duplicate copy of this letter duly signed by you in token of your acceptance of these conditions.

With Best Wishes,

For Scope e -Knowledge Center Pvt Ltd



KARTHIKEYAN .S

Assistant General Manager-HRs

24 SEP 2018

Ms.U.Maheswari ,
92, perumal koil street,
Nagapattinam.

Dear U.Maheswari,

With reference to the interview you had with us we are glad to offer you an appointment as freelance trainee from 02 **NOV 2018** .

During this tenure, your monthly services charges will be **1.6L** per annum, with appropriate TDS deductions.

During this period if your performance is found unsatisfactory, your appointment may stand terminated without any notice or compensation in lieu thereof. **You have to give seven days' notice in case you leave during this tenure.**

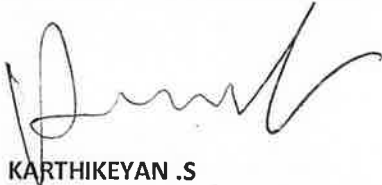
You will be governed by the rules and regulations of the organization relating to working hours , shift timings ,discipline and other policies and procedures .This will be made available to you separately.

You need to sign a Non-Disclosure Agreement as part of this association.

Please return the duplicate copy of this letter duly signed by you in token of your acceptance of these conditions.

With Best Wishes,

For Scope e -Knowledge Center Pvt Ltd



KARTHIKEYAN .S

Assistant General Manager-HR

24 SEP 2018

Mr .N.Manirathinam,
6,5th extension road,bus stand road
Thanjavur

Dear N.Manirathinam,

With reference to the interview you had with us we are glad to offer you an appointment as freelance trainee from 02 NOV 2018 .

During this tenure, your monthly services charges will be Rs.1.6L per annum, with appropriate TDS deductions.

During this period if your performance is found unsatisfactory, your appointment may stand terminated without any notice or compensation in lieu thereof. **You have to give seven days' notice in case you leave during this tenure.**

You will be governed by the rules and regulations of the organization relating to working hours , shift timings ,discipline and other policies and procedures .This will be made available to you separately.

You need to sign a Non-Disclosure Agreement as part of this association.

Please return the duplicate copy of this letter duly signed by you in token of your acceptance of these conditions.

With Best Wishes,

For Scope e -Knowledge Center Pvt Ltd


KARTHIKEYAN .S

Assistant General Manager-HR

24 SEP 2018

Mr .R.Mathan,
7,Nehru nagar,
Vehdharanyam.

Dear R.Mathan,

With reference to the interview you had with us we are glad to offer you an appointment as freelance trainee from 02 **NOV 2018** .

During this tenure, your monthly services charges will be **Rs.1.6L** per annum, with appropriate TDS deductions.

During this period if your performance is found unsatisfactory, your appointment may stand terminated without any notice or compensation in lieu thereof. **You have to give seven days' notice in case you leave during this tenure.**

You will be governed by the rules and regulations of the organization relating to working hours , shift timings ,discipline and other policies and procedures .This will be made available to you separately.

You need to sign a Non-Disclosure Agreement as part of this association.

Please return the duplicate copy of this letter duly signed by you in token of your acceptance of these conditions.

With Best Wishes,

For Scope e -Knowledge Center Pvt Ltd



KARTHIKEYAN .S

Assistant General Manager-HR

24 SEP 2018

Mr.S.Prasanna kumar ,
90,West extension road
sirkazhi.

Dear S.Prasanna kumar,

With reference to the interview you had with us we are glad to offer you an appointment as freelance trainee from 02 **NOV 2018** .

During this tenure, your monthly services charges will be **Rs.1.6L** per annum, with appropriate TDS deductions.

During this period if your performance is found unsatisfactory, your appointment may stand terminated without any notice or compensation in lieu thereof. **You have to give seven days' notice in case you leave during this tenure.**

You will be governed by the rules and regulations of the organization relating to working hours , shift timings ,discipline and other policies and procedures .This will be made available to you separately.

You need to sign a Non-Disclosure Agreement as part of this association.

Please return the duplicate copy of this letter duly signed by you in token of your acceptance of these conditions.

With Best Wishes,

For Scope e -Knowledge Center Pvt Ltd



KARTHIKEYAN .S

Assistant General Manager-HR

24 SEP 2018

Ms.K.Priyanka ,
7,Krishna koil street,
Nagore.

Dear K.Priyanka,

With reference to the interview you had with us we are glad to offer you an appointment as freelance trainee from 02 **NOV 2018** .

During this tenure, your monthly services charges will be **Rs.1.6L** per annum, with appropriate TDS deductions.

During this period if your performance is found unsatisfactory, your appointment may stand terminated without any notice or compensation in lieu thereof. **You have to give seven days' notice in case you leave during this tenure.**

You will be governed by the rules and regulations of the organization relating to working hours , shift timings ,discipline and other policies and procedures .This will be made available to you separately.

You need to sign a Non-Disclosure Agreement as part of this association.

Please return the duplicate copy of this letter duly signed by you in token of your acceptance of these conditions.

With Best Wishes,

For Scope e -Knowledge Center Pvt Ltd



KARTHIKEYAN .S

Assistant General Manager-HR

Private & Confidential

Employee ID: Foc/che/Batch_14350

Dated: 21 Feb 2018

Gowtham R

Offer of Employment

Greetings from FocusR!!

Further to your application and subsequent discussions between us during campus drive, we are pleased to offer you the post of **Trainee Consultant**.

Your base work location will be **Chennai**. You will be paid a consolidated amount of **Rs.12500/- (Rupees Twelve Thousand Five Hundred Only)** during the training and probationary period of one year. Monthly PF will be deducted. Your salary will be revised after one year purely based on your performance as per the industry Standard. You will be paid Onsite allowance during project placements as per OSA policy.

As agreed by you, you are requested to join us in the month of May 2018. Firm date will be intimated separately. Detailed Appointment letter will be issued to you upon joining and after completion of joining formalities.

Please note that this employment is subject to satisfactory Professional Reference checks and documentary evidence of your educational details.

You need to sign a Service Agreement with surety to serve the Company for 48 months from the date of completion of the initial training (03 Months).

Please submit the required documents as per the Annexure I at the time of joining FocusR.

Please revert to us with an acceptance of this letter at the earliest.

We look forward you to join FocusR family soon!!

Yours Sincerely,

For FocusR Consultancy and Technologies Pvt. Ltd.



Nadarajan S
Senior Manager- HR

Accepted

Gowtham R

FocusR Consultancy and Technologies (P) Ltd.

#Y83, 1st Floor, 4th Street, Y Block, Anna Nagar, Chennai, Tamil Nadu - 600040, INDIA.

Contact: +91-44-4550 0999

E-mail: contact@focusrtech.com

Web: www.focusrtech.com

ANNEXURE – I

List Of Mandatory Documents (Photocopies)

S. No. Copies	PARTICULARS	No. of
EDUCATIONAL CERTIFICATES		
1	10th (Mark Sheets / Passing Certificate)	1
2	12th (Mark Sheets / Passing Certificate)	1
3	Graduation Degree / Provisional Certificate / Mark Sheets	1
4	PG Degree / Provisional Certificate / Mark Sheets (If Any)	1
5	Software Certificates (If Any)	1
RESIDENCE PROOF		
6	Ration card	1
7	Land line Telephone Bill / Electricity Bill / Gas Bill (Either in your name or in your parent's name)	1
IDENTITY PROOF		
8	Driving License	1
9	Voter Identity Card	1
NECESSARY DOCUMENTS		
10	Passport	1
11	PAN Card	2
12	Aadhar	2
OTHER DOCUMENTS		
12	Passport size Photograph (Colour)	4
13	Relieving Letters of all previous employments	1

Please note that it is mandatory to:

- Carry originals at the time of joining for cross verification.
- Submit the duly signed service agreement.
- Know your blood group and date of birth of parents.

FocusR Consultancy and Technologies (P) Ltd.

#Y83, 1st Floor, 4th Street, Y Block, Anna Nagar, Chennai, Tamil Nadu - 600040, INDIA.

Contact: +91-44-4550 0999

E-mail: contact@focusrtech.com

Web: www.focusrtech.com

ONSITE ALLOWANCE

Objective:-

The main objective of Onsite Allowance (OSA) is to meet the expenditures incurred by the consultants on accommodation, conveyance and food during project deployment. An employee is entitled to on-site allowance only when deployed on project and it can be categorized as follows:-

1. TN-Chennai
2. TN-Other than Chennai
3. South India (Bangalore and Hyderabad)
4. South India- Other Cities
5. NCR, Mumbai and Kolkata
6. Other non South cities in India

TN-Chennai Allowance:-

An OSA of Rs 5000/-p.m. would be paid, for projects in Chennai beyond 30 kms radius measured from residence to Client location. This is divided as follows:-

Food	-	2,500
Conveyance expenses	-	2,500

TN-Other than Chennai

An OSA of Rs 7,500/-p.m. would be paid, for projects in Tamil Nadu other than Chennai. This is divided as follows:-

Food	-	2,500
Conveyance expenses	-	2,500
Accommodation	-	2,500

South India (Bangalore and Hyderabad)

An OSA of Rs 10,000/-p.m. would be paid, for projects in Bangalore and Hyderabad. This is divided as follows:-

Food	-	2,500
Conveyance expenses	-	2,500
Accommodation	-	5,000

FocusR Consultancy and Technologies (P) Ltd.

#Y83, 1st Floor, 4th Street, Y Block, Anna Nagar, Chennai, Tamil Nadu - 600040, INDIA.

Contact: +91-44-4550 0999

E-mail: contact@focusrtech.com

Web: www.focusrtech.com

South India- Other Cities

An OSA of Rs 9,000/-p.m. would be paid, for projects in South India other than Bangalore and Hyderabad. This is divided as follows:-

Food	-	3,000
Conveyance expenses	-	3,000
Accommodation	-	3,000

NCR, Mumbai and Kolkata

An OSA of Rs 15,000/-p.m. would be paid, for projects in Mumbai, Kolkata and NCR Region in North India. This is divided as follows:-

Food	-	5,000
Conveyance expenses	-	3,000
Accommodation	-	7,000

Other non South cities in India

An OSA of Rs 12,000/-p.m. would be paid, for projects in non South cities other than Mumbai, Kolkata and NCR Region. This is divided as follows:-

Food	-	3,000
Conveyance expenses	-	4,000
Accommodation	-	5,000

Deduction in Allowance

If the Client/Company is providing accommodation, food and/or commuting, then the proportionate amount for any/all of the above benefits as detailed will be deducted from the OSA payable.

Claiming of OSA

The amounts mentioned as OSA above are the upper limit in each region and the consultants are to claim the amount producing bills and supporting documents on actual not exceeding the upper limit. This allowance has to be claimed by consultants during onsite deployment. The bills and other supporting documents along with claim form are to be submitted to HR department duly approved by the Project Manager not later than 10th of every month. The amount claimed will be paid to consultants on 15th of every month. The claims forwarded to HR department after due date will be processed in subsequent month only. Company will arrange accommodation to all consultants for initial five days. Consultants have to arrange a suitable accommodation within these five days and claim the OSA accordingly. *The 5 days period is given to help the employees to find a suitable accommodation for themselves.*

FocusR Consultancy and Technologies (P) Ltd.

#YB3, 1st Floor, 4th Street, Y Block, Anna Nagar, Chennai, Tamil Nadu - 600040, INDIA.

Contact: +91-44-4550 0999

E-mail: contact@focusrtech.com

Web: www.focusrtech.com

Private & Confidential
Employee ID: Foc/che/Batch_14351

Dated: 21 Feb 2018

Vijay G

Offer of Employment

Greetings from FocusR!!

Further to your application and subsequent discussions between us during campus drive, we are pleased to offer you the post of **Trainee Consultant**.

Your base work location will be **Chennai**. You will be paid a consolidated amount of **Rs.12500/- (Rupees Twelve Thousand Five Hundred Only)** during the training and probationary period of one year. Monthly PF will be deducted. Your salary will be revised after one year purely based on your performance as per the industry Standard. You will be paid Onsite allowance during project placements as per OSA policy.

As agreed by you, you are requested to join us in the month of May 2018. Firm date will be intimated separately. Detailed Appointment letter will be issued to you upon joining and after completion of joining formalities.

Please note that this employment is subject to satisfactory Professional Reference checks and documentary evidence of your educational details.

You need to sign a Service Agreement with surety to serve the Company for 48 months from the date of completion of the initial training (03 Months).

Please submit the required documents as per the Annexure I at the time of joining FocusR.

Please revert to us with an acceptance of this letter at the earliest.

We look forward you to join FocusR family soon!!

Yours Sincerely,

For FocusR Consultancy and Technologies Pvt. Ltd.



Nadarajan S
Senior Manager- HR

Accepted

Vijay G

FocusR Consultancy and Technologies (P) Ltd.

#Y83, 1st Floor, 4th Street, Y Block, Anna Nagar, Chennai, Tamil Nadu - 600040, INDIA.

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4	PG Degree / Provisional Certificate / Mark Sheets (If Any)	1
5	Software Certificates (If Any)	1
RESIDENCE PROOF		
6	Ration card	1
7	Land line Telephone Bill / Electricity Bill / Gas Bill (Either in your name or in your parent's name)	1
IDENTITY PROOF		
8	Driving License	1
9	Voter Identity Card	1
NECESSARY DOCUMENTS		
10	Passport	1
11	PAN Card	2
12	Aadhar	2
OTHER DOCUMENTS		
12	Passport size Photograph (Colour)	4
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Please note that it is mandatory to:

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- Submit the duly signed service agreement.
- Know your blood group and date of birth of parents.

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Contact: +91-44-4550 0999

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ONSITE ALLOWANCE

Objective:-

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2. TN-Other than Chennai
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An OSA of Rs 5000/-p.m. would be paid, for projects in Chennai beyond 30 kms radius measured from residence to Client location. This is divided as follows:-

Food	-	2,500
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Conveyance expenses	-	4,000
Accommodation	-	5,000

Deduction in Allowance

If the Client/Company is providing accommodation, food and/or commuting, then the proportionate amount for any/all of the above benefits as detailed will be deducted from the OSA payable.

Claiming of OSA

The amounts mentioned as OSA above are the upper limit in each region and the consultants are to claim the amount producing bills and supporting documents on actual not exceeding the upper limit. This allowance has to be claimed by consultants during onsite deployment. The bills and other supporting documents along with claim form are to be submitted to HR department duly approved by the Project Manager not later than 10th of every month. The amount claimed will be paid to consultants on 15th of every month. The claims forwarded to HR department after due date will be processed in subsequent month only. Company will arrange accommodation to all consultants for initial five days. Consultants have to arrange a suitable accommodation within these five days and claim the OSA accordingly. *The 5 days period is given to help the employees to find a suitable accommodation for themselves.*

FocusR Consultancy and Technologies (P) Ltd.

#Y83, 1st Floor, 4th Street, Y Block, Anna Nagar, Chennai, Tamil Nadu - 600040, INDIA.

Contact: +91-44-4550 0999

E-mail: contact@focusrtech.com

Web: www.focusrtech.com

Private & Confidential

Employee ID: Foc/che/Batch_14352

Dated: 21 Feb 2018

Jayavignesh S

Offer of Employment

Greetings from FocusR!!

Further to your application and subsequent discussions between us during campus drive, we are pleased to offer you the post of **Trainee Consultant**.

Your base work location will be **Chennai**. You will be paid a consolidated amount of **Rs.12500/- (Rupees Twelve Thousand Five Hundred Only)** during the training and probationary period of one year. Monthly PF will be deducted. Your salary will be revised after one year purely based on your performance as per the industry Standard. You will be paid Onsite allowance during project placements as per OSA policy.

As agreed by you, you are requested to join us in the month of May 2018. Firm date will be intimated separately. Detailed Appointment letter will be issued to you upon joining and after completion of joining formalities.

Please note that this employment is subject to satisfactory Professional Reference checks and documentary evidence of your educational details.

You need to sign a Service Agreement with surety to serve the Company for 48 months from the date of completion of the initial training (03 Months).

Please submit the required documents as per the Annexure I at the time of joining FocusR.

Please revert to us with an acceptance of this letter at the earliest.

We look forward you to join FocusR family soon!!

Yours Sincerely,

For FocusR Consultancy and Technologies Pvt. Ltd.



Nadarajan S
Senior Manager- HR

Accepted

Jayavignesh S

FocusR Consultancy and Technologies (P) Ltd.

#Y83, 1st Floor, 4th Street, Y Block, Anna Nagar, Chennai, Tamil Nadu - 600040, INDIA.

Contact: +91-44-4550 0999

E-mail: contact@focusrtech.com

Web: www.focusrtech.com

ANNEXURE – I

List Of Mandatory Documents (Photocopies)

S. No. Copies	PARTICULARS	No. of
EDUCATIONAL CERTIFICATES		
1	10th (Mark Sheets / Passing Certificate)	1
2	12th (Mark Sheets / Passing Certificate)	1
3	Graduation Degree / Provisional Certificate / Mark Sheets	1
4	PG Degree / Provisional Certificate / Mark Sheets (If Any)	1
5	Software Certificates (If Any)	1
RESIDENCE PROOF		
6	Ration card	1
7	Land line Telephone Bill / Electricity Bill / Gas Bill (Either in your name or in your parent's name)	1
IDENTITY PROOF		
8	Driving License	1
9	Voter Identity Card	1
NECESSARY DOCUMENTS		
10	Passport	1
11	PAN Card	2
12	Aadhar	2
OTHER DOCUMENTS		
12	Passport size Photograph (Colour)	4
13	Relieving Letters of all previous employments	1

Please note that it is mandatory to:

- Carry originals at the time of joining for cross verification.
- Submit the duly signed service agreement.
- Know your blood group and date of birth of parents.

ONSITE ALLOWANCE

Objective:-

The main objective of Onsite Allowance (OSA) is to meet the expenditures incurred by the consultants on accommodation, conveyance and food during project deployment. An employee is entitled to on-site allowance only when deployed on project and it can be categorized as follows:-

1. TN-Chennai
2. TN-Other than Chennai
3. South India (Bangalore and Hyderabad)
4. South India- Other Cities
5. NCR, Mumbai and Kolkata
6. Other non South cities in India

TN-Chennai Allowance:-

An OSA of Rs 5000/-p.m. would be paid, for projects in Chennai beyond 30 kms radius measured from residence to Client location. This is divided as follows:-

Food	-	2,500
Conveyance expenses	-	2,500

TN-Other than Chennai

An OSA of Rs 7,500/-p.m. would be paid, for projects in Tamil Nadu other than Chennai. This is divided as follows:-

Food	-	2,500
Conveyance expenses	-	2,500
Accommodation	-	2,500

South India (Bangalore and Hyderabad)

An OSA of Rs 10,000/-p.m. would be paid, for projects in Bangalore and Hyderabad. This is divided as follows:-

Food	-	2,500
Conveyance expenses	-	2,500
Accommodation	-	5,000

South India- Other Cities

An OSA of Rs 9,000/-p.m. would be paid, for projects in South India other than Bangalore and Hyderabad. This is divided as follows:-

Food	-	3,000
Conveyance expenses	-	3,000
Accommodation	-	3,000

NCR, Mumbai and Kolkata

An OSA of Rs 15,000/-p.m. would be paid, for projects in Mumbai, Kolkata and NCR Region in North India. This is divided as follows:-

Food	-	5,000
Conveyance expenses	-	3,000
Accommodation	-	7,000

Other non South cities in India

An OSA of Rs 12,000/-p.m. would be paid, for projects in non South cities other than Mumbai, Kolkata and NCR Region. This is divided as follows:-

Food	-	3,000
Conveyance expenses	-	4,000
Accommodation	-	5,000

Deduction in Allowance

If the Client/Company is providing accommodation, food and/or commuting, then the proportionate amount for any/all of the above benefits as detailed will be deducted from the OSA payable.

Claiming of OSA

The amounts mentioned as OSA above are the upper limit in each region and the consultants are to claim the amount producing bills and supporting documents on actual not exceeding the upper limit. This allowance has to be claimed by consultants during onsite deployment. The bills and other supporting documents along with claim form are to be submitted to HR department duly approved by the Project Manager not later than 10th of every month. The amount claimed will be paid to consultants on 15th of every month. The claims forwarded to HR department after due date will be processed in subsequent month only. Company will arrange accommodation to all consultants for initial five days. Consultants have to arrange a suitable accommodation within these five days and claim the OSA accordingly. *The 5 days period is given to help the employees to find a suitable accommodation for themselves.*

FocusR Consultancy and Technologies (P) Ltd.

#Y83, 1st Floor, 4th Street, Y Block, Anna Nagar, Chennai, Tamil Nadu - 600040, INDIA.

Contact: +91-44-4550 0999

E-mail: contact@focusrtech.com

Web: www.focusrtech.com



ISO 9001 & IATF 16949
CERTIFIED

L.G.Balakrishnan & Bros Ltd.

Date:20.11.2017

To

Mr. ARAVIND B, Mech
EGS Pillay College

SUB: OFFER LETTER

We are glad to offer you an appointment as a Graduate Engineer Trainee in LGB

This offer letter is issued on the following terms and conditions:

1. You shall entitled to a salary of Rs. 12,500/- per month for the training period, which will be cost to the company.
2. In case you are irregular during training the company will terminate your services without assigning the specific reasons.
3. This letter have to be produced at the time of joining
4. You are required to submit the necessary documents on the date of joining.
5. You will be training for minimum period of one month, which may be extended of the minimum benchmarks are not achieved.
6. During this period your performance will be continuously assessed and your position will be reviewed 15 days from the commencement of training. If at the end of the period the necessary benchmarks are not achieved, this offer will be considered as void and you will not be entitled to any stipend. The fifteenth day may be extended of mutually agreed on.

With Warm Regards,

HR -Manager

Krisnarayapuram Road, Ganapathy, Coimbatore - 641 006.
Tel : 0091 422 253 2325, Fax : 0091 422 253 2333, E-mail : info@lgb.co.in



ISO 9001 & IATF 16949
CERTIFIED

L.G.Balakrishnan & Bros Ltd.

Date:20.11.2017

To

Mr. DEENATHAYALAM E, Mech
EGS Pillay College

SUB: OFFER LETTER

We are glad to offer you an appointment as a Graduate Engineer Trainee in LGB

This offer letter is issued on the following terms and conditions:

1. You shall entitled to a salary of Rs. 12,500/- per month for the training period, which will be cost to the company.
2. In case you are irregular during training the company will terminate your services without assigning the specific reasons.
3. This letter have to be produced at the time of joining
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With Warm Regards,

HR -Manager

Krisnarayapuram Road, Ganapathy, Coimbatore - 641 006.
Tel : 0091 422 253 2325, Fax : 0091 422 253 2333, E-mail : info@lgb.co.in

Date:20.11.2017

To

Mr. DILIP KUMAR P, Mech
EGS Pillay College

SUB: OFFER LETTER

We are glad to offer you an appointment as a Graduate Engineer Trainee in LGB

This offer letter is issued on the following terms and conditions:

1. You shall entitled to a salary of Rs. 12,500/- per month for the training period, which will be cost to the company.
2. In case you are irregular during training the company will terminate your services without assigning the specific reasons.
3. This letter have to be produced at the time of joining
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6. During this period your performance will be continuously assessed and your position will be reviewed 15 days from the commencement of training. If at the end of the period the necessary benchmarks are not achieved, this offer will be considered as void and you will not be entitled to any stipend. The fifteenth day may be extended of mutually agreed on.

With Warm Regards,



HR -Manager

Date:20.11.2017

To

Mr. KARTHIK R, Mech
EGS Pillay College

SUB: OFFER LETTER

We are glad to offer you an appointment as a Graduate Engineer Trainee in LGB

This offer letter is issued on the following terms and conditions:

1. You shall entitled to a salary of Rs. 12,500/- per month for the training period, which will be cost to the company.
2. In case you are irregular during training the company will terminate your services without assigning the specific reasons.
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With Warm Regards,



HR -Manager



ISO 9001 & IATF 16949
CERTIFIED

L.G.Balakrishnan & Bros Ltd.

Date:20.11.2017

To

Mr. MANOJKUMAR A, Mech
EGS Pillay College

SUB: OFFER LETTER

We are glad to offer you an appointment as a Graduate Engineer Trainee in LGB

This offer letter is issued on the following terms and conditions:

1. You shall entitled to a salary of Rs. 12,500/- per month for the training period, which will be cost to the company.
2. In case you are irregular during training the company will terminate your services without assigning the specific reasons.
3. This letter have to be produced at the time of joining
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With Warm Regards,

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CERTIFIED

L.G.Balakrishnan & Bros Ltd.

Date:20.11.2017

To

Mr. PRASANTH B, Mech
EGS Pillay College

SUB: OFFER LETTER

We are glad to offer you an appointment as a Graduate Engineer Trainee in LGB

This offer letter is issued on the following terms and conditions:

1. You shall entitled to a salary of Rs. 12,500/- per month for the training period, which will be cost to the company.
2. In case you are irregular during training the company will terminate your services without assigning the specific reasons.
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CERTIFIED

L.G.Balakrishnan & Bros Ltd.

Date:20.11.2017

To

Mr. RAMANATHAN R, Mech
EGS Pillay College

SUB: OFFER LETTER

We are glad to offer you an appointment as a Graduate Engineer Trainee in LGB

This offer letter is issued on the following terms and conditions:

1. You shall entitled to a salary of Rs. 12,500/- per month for the training period, which will be cost to the company.
2. In case you are irregular during training the company will terminate your services without assigning the specific reasons.
3. This letter have to be produced at the time of joining
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ISO 9001 & IATF 16949
CERTIFIED

L.G.Balakrishnan & Bros Ltd.

Date:20.11.2017

To

Mr. SIVARAJ R, Mech
EGS Pillay College

SUB: OFFER LETTER

We are glad to offer you an appointment as a Graduate Engineer Trainee in LGB

This offer letter is issued on the following terms and conditions:

1. You shall entitled to a salary of Rs. 12,500/- per month for the training period, which will be cost to the company.
2. In case you are irregular during training the company will terminate your services without assigning the specific reasons.
3. This letter have to be produced at the time of joining
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Tel : 0091 422 253 2325, Fax : 0091 422 253 2333, E-mail : info@lgb.co.in



ISO 9001 & IATF 16949
CERTIFIED

L.G.Balakrishnan & Bros Ltd.

Date:20.11.2017

To

Mr. VENKATRAJ S, Mech
EGS Pillay College

SUB: OFFER LETTER

We are glad to offer you an appointment as a Graduate Engineer Trainee in LGB

This offer letter is issued on the following terms and conditions:

1. You shall entitled to a salary of Rs. 12,500/- per month for the training period, which will be cost to the company.
2. In case you are irregular during training the company will terminate your services without assigning the specific reasons.
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With Warm Regards,

HR -Manager

Krisnarayapuram Road, Ganapathy, Coimbatore - 641 006.
Tel : 0091 422 253 2325, Fax : 0091 422 253 2333, E-mail : info@lgb.co.in



SPI EQUIPMENTS INDIA (P) Ltd.
Coimbatore

Call Us: 08079453461 . Mobile:+91-9894043327 . +91-9944493325

Date: 24-03-2018

APPOINTMENT LETTER

Employee ID: SPI/AST/2018/121

Dear **Selvathuvaragan S,**

It is with great pleasure that we offer you the position of *Assistant supervisor – Trainee* with **SPI Equipments India (P) Ltd.** Your skill, knowledge and enthusiasm will be an asset for our company.

First 3 month from the date of your joining will be considered as internship period. During the **Internship** your stipend will Rs. 8,000 per month post which your salary package will be Rs. **1,50,000** per annum in addition to your salary the company will provide you 2 meal per day, Local Transport and a pair of Uniform.

You can avail of 6 days of Earn leave and 15 days of Medical leave per year other than your usual week off and Government Holidays.

Please review your stipend and salary package, and sign where indicated. Return it in the enclosed envelope within five business days. We will contact you once we have received the paperwork as to your starting date.

We look forward to welcome you as part of the **SPI Equipments India (P) Ltd.** Team!

For SPI Equipments India Pvt.Ltd,


AUTHORIZED SIGNATORY



SPI EQUIPMENTS INDIA (P) Ltd.

Coimbatore

Call Us: 08079453461 . Mobile:+91-9894043327 . +91-9944493325

Date: 24-03-2018

APPOINTMENT LETTER

Employee ID: SPI/AST/2018/122

Dear Vijay G,

It is with great pleasure that we offer you the position of *Assistant supervisor – Trainee* with SPI Equipments India (P) Ltd. Your skill, knowledge and enthusiasm will be an asset for our company.

First 3 month from the date of your joining will be considered as internship period. During the **Internship** your stipend will Rs. 8,000 per month post which your salary package will be Rs. **1,50,000** per annum in addition to your salary the company will provide you 2 meal per day, Local Transport and a pair of Uniform.

You can avail of 6 days of Earn leave and 15 days of Medical leave per year other than your usual week off and Government Holidays.

Please review your stipend and salary package, and sign where indicated. Return it in the enclosed envelope within five business days. We will contact you once we have received the paperwork as to your starting date.

We look forward to welcome you as part of the **SPI Equipments India (P) Ltd.** Team!

For SPI Equipments India Pvt.Ltd,


AUTHORIZED SIGNATORY



SPI EQUIPMENTS INDIA (P) Ltd.

Coimbatore

Call Us: 08079453461 . Mobile:+91-9894043327 . +91-9944493325

Date: 24-03-2018

APPOINTMENT LETTER

Employee ID: SPI/AST/2018/123

Dear Hari Prasad.R,

It is with great pleasure that we offer you the position of *Assistant supervisor – Trainee* with **SPI Equipments India (P) Ltd.** Your skill, knowledge and enthusiasm will be an asset for our company.

First 3 month from the date of your joining will be considered as internship period. During the **Internship** your stipend will Rs. 8,000 per month post which your salary package will be Rs. **1,50,000** per annum in addition to your salary the company will provide you 2 meal per day, Local Transport and a pair of Uniform.

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Please review your stipend and salary package, and sign where indicated. Return it in the enclosed envelope within five business days. We will contact you once we have received the paperwork as to your starting date.

We look forward to welcome you as part of the **SPI Equipments India (P) Ltd.** Team!

For SPI Equipments India Pvt.Ltd,


AUTHORIZED SIGNATORY



SPI EQUIPMENTS INDIA (P) Ltd.

Coimbatore

Call Us: 08079453461 . Mobile:+91-9894043327 . +91-9944493325

Date: 24-03-2018

APPOINTMENT LETTER

Employee ID: SPI/AST/2018/124

Dear **Robinson J,**

It is with great pleasure that we offer you the position of **Assistant supervisor – Trainee** with **SPI Equipments India (P) Ltd.** Your skill, knowledge and enthusiasm will be an asset for our company.

First 3 month from the date of your joining will be considered as internship period. During the **Internship** your stipend will Rs. 8,000 per month post which your salary package will be Rs. **1,50,000** per annum in addition to your salary the company will provide you 2 meal per day, Local Transport and a pair of Uniform.

You can avail of 6 days of Earn leave and 15 days of Medical leave per year other than your usual week off and Government Holidays.

Please review your stipend and salary package, and sign where indicated. Return it in the enclosed envelope within five business days. We will contact you once we have received the paperwork as to your starting date.

We look forward to welcome you as part of the **SPI Equipments India (P) Ltd.** Team!

For SPI Equipments India Pvt.Ltd,


AUTHORIZED SIGNATORY



SPI EQUIPMENTS INDIA (P) Ltd.
Coimbatore

Call Us: 08079453461 . Mobile:+91-9894043327 . +91-9944493325

Date: 24-03-2018

APPOINTMENT LETTER

Employee ID: SPI/AST/2018/125

Dear Navaneedhan R,

It is with great pleasure that we offer you the position of *Assistant supervisor – Trainee* with **SPI Equipments India (P) Ltd.** Your skill, knowledge and enthusiasm will be an asset for our company.

First 3 month from the date of your joining will be considered as internship period. During the **Internship** your stipend will Rs. 8,000 per month post which your salary package will be Rs. **1,50,000** per annum in addition to your salary the company will provide you 2 meal per day, Local Transport and a pair of Uniform.

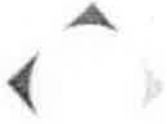
You can avail of 6 days of Earn leave and 15 days of Medical leave per year other than your usual week off and Government Holidays.

Please review your stipend and salary package, and sign where indicated. Return it in the enclosed envelope within five business days. We will contact you once we have received the paperwork as to your starting date.

We look forward to welcome you as part of the **SPI Equipments India (P) Ltd.** Team!

For SPI Equipments India Pvt.Ltd,


AUTHORIZED SIGNATORY



SPI EQUIPMENTS INDIA (P) Ltd.
Coimbatore

Call Us: 08079453461 . Mobile:+91-9894043327 . +91-9944493325

Date: 24-03-2018

APPOINTMENT LETTER

Employee ID: SPI/AST/2018/126

Dear **Vengadesh S,**

It is with great pleasure that we offer you the position of **Assistant supervisor – Trainee** with **SPI Equipments India (P) Ltd.** Your skill, knowledge and enthusiasm will be an asset for our company.

First 3 month from the date of your joining will be considered as internship period. During the **Internship** your stipend will Rs. 8,000 per month post which your salary package will be Rs. **1,50,000** per annum in addition to your salary the company will provide you 2 meal per day, Local Transport and a pair of Uniform.

You can avail of 6 days of Earn leave and 15 days of Medical leave per year other than your usual week off and Government Holidays.

Please review your stipend and salary package, and sign where indicated. Return it in the enclosed envelope within five business days. We will contact you once we have received the paperwork as to your starting date.

We look forward to welcome you as part of the **SPI Equipments India (P) Ltd.** Team!

For SPI Equipments India Pvt.Ltd,


AUTHORIZED SIGNATORY



Dear K.ARUN,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of a Technician. The terms and conditions of your employment are as follows:

1.Day of Commencement

You are expected to report to your duties as from 3rd September 2018. Your contract is based on a period of two years after which we may renew it based on your performance and mutual agreement.

2.Reporting

You will report to your immediate supervisor on the said date. You are required to comply with the company's rules and regulations at all given times and should always act in a manner that protects the company's interest.

3.Allocated Place of Work

You will be based at any of the company's branch in Chennai.

4.Roles and Responsibilities

Your roles and responsibilities are outlined in the job description which is an extension of this contract. Your signature will imply that you fully agree with all the terms and conditions laid out in this contract.

5.Monthly Salary

You are entitled to a monthly compensation amounting to 1.5LPA which will be subject to all statutory and company deductions with regards to the law.

6.Working Hours

Your working hours shall be from 9 a.m to 6 p.m (Monday-Friday). However, you may also be required to avail yourself outside these stipulated hours if the need arises.

7.Leave

7.1 Vacation

You will be entitled to 21 working days of leave at full pay. However, the leave days should only be taken at a time most suitable for both you and your employer.

7.2 Sick Leave

You are entitled to up to (29) working days of sick leave at full pay.

7.3 Paternity Leave

You are entitled to a paternity leave of up to (two) calendar weeks of which you should apply seven days beforehand.

3.Termination

This contract can be terminated:

By either party given a prior 30 working days written notice failure to which a compensation equivalent to a month's salary will be awarded.

Or,

By the Employer on grounds of indiscipline or under-performance.

Or,

By the Employer on account of redundancy/retrenchment as per the law.

9.Copyrights and Ownership

You shall not work with any other company either full time or part-time in a capacity that would create a conflict of interest with the company.

10.Amendment and Enforcement

Any alterations or amendment to this contract shall be duly communicated in writing taking into consideration both the employer's and employee's views.



Mr.S.R.Eshwarrao
Human Resource Manager
Tenneco Company

To affirm your acceptance to the terms and conditions laid out in this letter kindly sign below



Dear S.GUBENDRAN,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of a Technician. The terms and conditions of your employment are as follows:

1. Day of Commencement

You are expected to report to your duties as from 3rd September 2018. Your contract is based on a period of two years after which we may renew it based on your performance and mutual agreement.

2. Reporting

You will report to your immediate supervisor on the said date. You are required to comply with the company's rules and regulations at all given times and should always act in a manner that protects the company's interest.

3. Allocated Place of Work

You will be based at any of the company's branch in Chennai.

4. Roles and Responsibilities

Your roles and responsibilities are outlined in the job description which is an extension of this contract. Your signature will imply that you fully agree with all the terms and conditions laid out in this contract.

5. Monthly Salary

You are entitled to a monthly compensation amounting to 1.5LPA which will be subject to all statutory and company deductions with regards to the law.

6. Working Hours

Your working hours shall be from 9 a.m to 6 p.m (Monday-Friday). However, you may also be required to avail yourself outside these stipulated hours if the need arises.

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7.2 Sick Leave

You are entitled to up to (29) working days of sick leave at full pay.

7.3 Paternity Leave

You are entitled to a paternity leave of up to (two) calendar weeks of which you should apply seven days beforehand.

8.Termination

This contract can be terminated:

By either party given a prior 30 working days written notice failure to which a compensation equivalent to a month's salary will be awarded.

Or,

By the Employer on grounds of indiscipline or under-performance.

Or,

By the Employer on account of redundancy/retrenchment as per the law.

9.Copyrights and Ownership

You shall not work with any other company either full time or part-time in a capacity that would create a conflict of interest with the company.

10.Amendment and Enforcement

Any alterations or amendment to this contract shall be duly communicated in writing taking into consideration both the employer's and employee's views.



Mr.S.R.Eshwarrao
Human Resource Manager
Tenneco Company

To affirm your acceptance to the terms and conditions laid out in this letter kindly sign below



Dear A.KARTHICKEYAN,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of a Technician. The terms and conditions of your employment are as follows:

1. Day of Commencement

You are expected to report to your duties as from 3rd September 2018. Your contract is based on a period of two years after which we may renew it based on your performance and mutual agreement.

2. Reporting

You will report to your immediate supervisor on the said date. You are required to comply with the company's rules and regulations at all given times and should always act in a manner that protects the company's interest.

3. Allocated Place of Work

You will be based at any of the company's branch in Chennai.

4. Roles and Responsibilities

Your roles and responsibilities are outlined in the job description which is an extension of this contract. Your signature will imply that you fully agree with all the terms and conditions laid out in this contract.

5. Monthly Salary

You are entitled to a monthly compensation amounting to 1.5LPA which will be subject to all statutory and company deductions with regards to the law.

6. Working Hours

Your working hours shall be from 9 a.m to 6 p.m (Monday-Friday). However, you may also be required to avail yourself outside these stipulated hours if the need arises.

7. Leave

7.1 Vacation

You will be entitled to 21 working days of leave at full pay. However, the leave days should only be taken at a time most suitable for both you and your employer.

7.2 Sick Leave

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You are entitled to a paternity leave of up to (two) calendar weeks of which you should apply seven days beforehand.

8.Termination**This contract can be terminated:**

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Or,

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Mr.S.R.Eshwarrao
Human Resource Manager
Tenneco Company

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Dear M. KAVIYARASAN,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of a Technician. The terms and conditions of your employment are as follows:

1. Day of Commencement

You are expected to report to your duties as from 3rd September 2018. Your contract is based on a period of two years after which we may renew it based on your performance and mutual agreement.

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You will report to your immediate supervisor on the said date. You are required to comply with the company's rules and regulations at all given times and should always act in a manner that protects the company's interest.

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Mr.S.R.Eshwarrao
Human Resource Manager
Tenneco Company

To affirm your acceptance to the terms and conditions laid out in this letter kindly sign below



Dear R. JAGANNATH,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of a Technician. The terms and conditions of your employment are as follows:

1. Day of Commencement

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Mr.S.R.Eshwarrao
Human Resource Manager
Tenneco Company

To affirm your acceptance to the terms and conditions laid out in this letter kindly sign below



Dear B. JOSEPH JOHN LEO,

We are pleased to inform you that you passed your interview and we are hereby offering you employment on contract basis for the position of a Technician. The terms and conditions of your employment are as follows:

1. Day of Commencement

You are expected to report to your duties as from 3rd September 2018. Your contract is based on a period of two years after which we may renew it based on your performance and mutual agreement.

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Mr.S.R.Eshwarrao
Human Resource Manager
Tenneco Company

To affirm your acceptance to the terms and conditions laid out in this letter kindly sign below



To:

Mr. K. VimalRaj,
7-5, New Nagar, Kuthalam(P.O),
Nagapattinam - 609801 TN India
Mobile: +91 7305954494
Email: vimalraj.ktm95@gmail.com

Date October 22nd 2018

Dear Vimalraj,

Sub: Offer Letter – Software Engineer

With reference to the discussions that we had with you, we are pleased to appoint you as Software Engineer in Yappes Technologies Private Limited. You will be required to work on various projects at the Company's Development Center in Bangalore and/or at any client site(s) anywhere in the world.

Your Annual Total Compensation will be **Rs.1,50,000/- Per Annum**.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. You will also be governed by the rules and regulations in-vogue and those that may change from time to time. At the time of formally resigning from services, you shall have to serve the notice period of 60 days.

Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager. It is also required that you will comply with all the terms relating to confidentiality, non-disclosure, non-compete, non-solicitation and any other act considered detrimental to the interest of the company primarily and indirectly any of its clients. Accordingly you will not seek, solicit, or provide services in any form directly or indirectly to any of the company's clients nor accept any remuneration in any form and explicitly agree not to accept any position with any of the clients of the company for a period of 12 months from the end of the notice period of your resignation.

We request you to join us on or before October 24th, 2018. At the time of joining, please submit the following documents:

1. Photocopy of your passport, certificates and mark sheets in support of your educational qualifications
2. Relieving letter from your previous employer and last drawn pay slip, if applicable
3. Two passport size and two stamp size color photographs.

Yappes

Please note that this appointment is subject to satisfactory professional reference checks

We look forward to you joining us. Please do not hesitate to call us for any information you may need

As so, sign the duplicate of this offer as your acceptance and forward the same to us

Yours sincerely,

Yappes Technologies Private Limited



Rajagopal Somasunderam

Director

I accept the offer on the terms and conditions and shall report to work on _____

Signature _____

Name: _____

Date: _____

Corporate Office
903, Barton Centre
MG Road, Bengaluru
KARN 560001
Phone (0)80 1120322

CIN - U72900KA2016PTC097574

E: info@yappes.com

W: www.yappes.com



Pollachi Main Rd, Othakalmandapam,
Coimbatore 641032.

Employee ID:

To:

Parthiban.V
820814103068

Subject: Letter of Appointment for Site Supervisor

Dear Parthiban.V

With reference to your discussions with us, we have the pleasure in offering you appointment in our organization, Rohit Builders on 29-06-2018 as Site Supervisor. Your posting will be at Pollachi Main Road, Othakalmandapam, Coimbatore site initially.

Your salary will be of Rs.12000/- (Rupees Twelve Thousand only) as informed earlier during the process of interview.

During the tenure of your service with us you will not take up any employment or assignment on remuneration or honorarium, with any other organization, person or body of person without the consent of Management in writing.

As per rules of Rohit Builders, you would be on probation for a period of six months from the date of your joining duties with us, after which you would be confirmed based on your satisfactory performance.

Your job responsibilities covers (but will not be limited to) :

- Work with engineers, architects etc. to identify the in-depth details of the project;
- Collect permits and licenses from related authorities;
- Determine required resources with attention to budgetary limitations;
- Ensure deadlines to be met;
- Conduct equipment and material acquisition and monitor stocks;
- Regular Inspection at construction site;
- Supervising all the contractors and sub-contractors;
- Supervising all the workers and staff at the construction site;
- Evaluate project progress and create detailed reports;
- Ensure all health and safety standards are adhered on site

On behalf of the company you would be a decision maker at the construction site.

On regular intervals of one week you have to report to the main office for reporting all details of the construction site. You might also be required to report to your immediate manager if any urgency arises.

You may terminate this appointment by giving written three months' notice to the organization.



Pollachi Main Rd, Othakalmandapam,
Coimbatore 641032.

If you are found with any malpractices, the organization will be the sole decision maker for the continuation of your employment.

Kindly return a copy of this letter duly signed by you in acceptance of the terms and conditions set out herein.

We welcome you to Rohit Builders and look forward to a long and fruitful association.

Best wishes.

Thanks,

For Rohit Builders,

Er. A. Mohan Kumar
ROHIT BUILDERS
Pollachi Main Road,
Othakalmandapam,
Coimbatore - 641 032

Date: 29-06-2018

Place: Othakalmandapam



Pollachi Main Rd, Othakalmandapam,
Coimbatore 641032.

Employee ID:

To:

Jayapriya D
820814103037

Subject: Letter of Appointment for Site Supervisor

Dear Jayapriya D

With reference to your discussions with us, we have the pleasure in offering you appointment in our organization, Rohit Builders on 29-06-2018 as Site Supervisor. Your posting will be at Pollachi Main Road, Othakalmandapam, Coimbatore site initially.

Your salary will be of Rs.12000/- (Rupees Twelve Thousand only) as informed earlier during the process of interview.

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- Ensure deadlines to be met;
- Conduct equipment and material acquisition and monitor stocks;
- Regular Inspection at construction site;
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- Supervising all the workers and staff at the construction site;
- Evaluate project progress and create detailed reports;
- Ensure all health and safety standards are adhered on site

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Pollachi Main Rd, Othakalmandapam,
Coimbatore 641032.

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Kindly return a copy of this letter duly signed by you in acceptance of the terms and conditions set out herein.

We welcome you to Rohit Builders and look forward to a long and fruitful association.

Best wishes.

Thanks,

For Rohit Builders,

Er. A. Mohan Kumar
ROHIT BUILDERS
Pollachi Main Road,
Othakalmandapam,
Coimbatore - 641 032

Date: 29-06-2018

Place: Othakalmandapam

Employee ID:

To:

G.Vimala
820814103702

Subject: Letter of Appointment for Site Supervisor

Dear G.Vimala

With reference to your discussions with us, we have the pleasure in offering you appointment in our organization, Rohit Builders on 29-06-2018 as Site Supervisor. Your posting will be at Pollachi Main Road, Othakalmandapam, Coimbatore site initially.

Your salary will be of Rs.12000/- (Rupees Twelve Thousand only) as informed earlier during the process of interview.

During the tenure of your service with us you will not take up any employment or assignment on remuneration or honorarium, with any other organization, person or body of person without the consent of Management in writing.

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Coimbatore 641032.

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Best wishes.

Thanks,

For Rohit Builders,

Er. A. Mohan Kumar
ROHIT BUILDERS
Pollachi Main Road,
Othakalmandapam,
Coimbatore - 641 032

Date: 29-06-2018

Place: Othakalmandapam

Employee ID:

To:

Anbu Chezhan K
820814103004

Subject: Letter of Appointment for Site Supervisor

Dear Anbu Chezhan K

With reference to your discussions with us, we have the pleasure in offering you appointment in our organization, Rohit Builders on 29-06-2018 as Site Supervisor. Your posting will be at Pollachi Main Road, Othakalmandapam, Coimbatore site initially.

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Best wishes.

Thanks,

For Rohit Builders,

Er. A. Mohan Kumar
ROHIT BUILDERS
Pollachi Main Road,
Othakalmandapam.
Coimbatore - 641 032

Date: 29-06-2018

Place: Othakalmandapam

Employee ID:

To:

Arun Mozhi R
820814103011

Subject: Letter of Appointment for Site Supervisor

Dear Arun Mozhi R

With reference to your discussions with us, we have the pleasure in offering you appointment in our organization, Rohit Builders on 29-06-2018 as Site Supervisor. Your posting will be at Pollachi Main Road, Othakalmandapam, Coimbatore site initially.

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Best wishes.

Thanks,

For Rohit Builders,

Er. A. Mohan Kumar
ROHIT BUILDERS
Pollachi Main Road,
Othakalmandapam,
Coimbatore - 641 032

Date: 29-06-2018

Place: Othakalmandapam

Employee ID:

To:

**Aswin Kumar V
820814103013**

Subject: Letter of Appointment for Site Supervisor

Dear Aswin Kumar V

With reference to your discussions with us, we have the pleasure in offering you appointment in our organization, Rohit Builders on 29-06-2018 as Site Supervisor. Your posting will be at Pollachi Main Road, Othakalmandapam, Coimbatore site initially.

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Best wishes.

Thanks,

For Rohit Builders,

Er. A. Mohan Kumar
ROHIT BUILDERS
Pollachi Main Road,
Othakalmandapam,
Coimbatore - 641 032

Date: 29-06-2018

Place: Othakalmandapam

Employee ID:

To:

**Manikandan S
820814103050**

Subject: Letter of Appointment for Site Supervisor

Dear Manikandan S

With reference to your discussions with us, we have the pleasure in offering you appointment in our organization, Rohit Builders on 29-06-2018 as Site Supervisor. Your posting will be at Pollachi Main Road, Othakalmandapam, Coimbatore site initially.

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Coimbatore 641032.

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Best wishes.

Thanks,

For Rohit Builders,

Er. A. Mohan Kumar
ROHIT BUILDERS
Pollachi Main Road,
Othakalmandapam,
Coimbatore - 641 032

Date: 29-06-2018

Place: Othakalmandapam

Employee ID:

To:

**Monica A
820814103061**

Subject: Letter of Appointment for Site Supervisor

Dear Monica A

With reference to your discussions with us, we have the pleasure in offering you appointment in our organization, Rohit Builders on 29-06-2018 as Site Supervisor. Your posting will be at Pollachi Main Road, Othakalmandapam, Coimbatore site initially.

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As per rules of Rohit Builders, you would be on probation for a period of six months from the date of your joining duties with us, after which you would be confirmed based on your satisfactory performance.

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- Work with engineers, architects etc. to identify the in-depth details of the project;
- Collect permits and licenses from related authorities;
- Determine required resources with attention to budgetary limitations;
- Ensure deadlines to be met;
- Conduct equipment and material acquisition and monitor stocks;
- Regular Inspection at construction site;
- Supervising all the contractors and sub-contractors;
- Supervising all the workers and staff at the construction site;
- Evaluate project progress and create detailed reports;
- Ensure all health and safety standards are adhered on site

On behalf of the company you would be a decision maker at the construction site.

On regular intervals of one week you have to report to the main office for reporting all details of the construction site. You might also be required to report to your immediate manager if any urgency arises.

You may terminate this appointment by giving written three months' notice to the organization.



Pollachi Main Rd, Othakalmandapam,
Coimbatore 641032.

If you are found with any malpractices, the organization will be the sole decision maker for the continuation of your employment.

Kindly return a copy of this letter duly signed by you in acceptance of the terms and conditions set out herein.

We welcome you to Rohit Builders and look forward to a long and fruitful association.

Best wishes.

Thanks,

For Rohit Builders,

Er. A. Mohan Kumar
ROHIT BUILDERS
Pollachi Main Road,
Othakalmandapam,
Coimbatore - 641 032

Date: 29-06-2018

Place: Othakalmandapam



UCAL FUEL SYSTEMS LTD
RAJASTHAN STATE - ENERGY DIVISION OF GOVERNMENT

Raheja Towers, Delta Wing - Unit 705 177, Anna Salai, Chennai, 600 002
Tel No: +91-44-42208100/ 28604785 Fax No: +91-44-28604788

Date: 11-07-2018

AMULRAJ G
284, South Street,
Manalmedu,
Mayladuthurai.

Dear *Amulraj*,

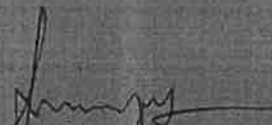
I am pleased to confirm our verbal offer of employment to you for a *regular full-time* position with *UCAL Fuel systems Ltd* as a *Training Supervisor*, effective *08-08-2018*. As discussed, this offer is conditional upon completion of satisfactory references that could include, but is not necessarily limited to, a review of past employment and education records.

The details of our offer, including the terms and conditions of your employment, are attached as Schedule "A."

Please take the time to carefully review our offer. This letter, along with the enclosed schedules, outlines the obligations of both *UCAL Fuel systems Ltd* and yourself with respect to your employment conditions, and is governed by the laws of the Province of Ontario. It details the terms and conditions of your employment with *UCAL Fuel systems Ltd*, and will form our agreed upon employment contract with you once signed.

Accepting employment will be conditional upon agreeing to and signing the attached copy of this letter and the attached Schedule(s), initialing each page in the right-hand corner, and returning it to me upon your earliest convenience, but prior to your first day of employment.

Amulraj, we look forward to welcoming you to the *UCAL Fuel systems Ltd* team and wish you a successful and rewarding career with us.


Sincerely,



SRI SAI PRESSING PRIVATE LTD

A C 2, 1st Main Road, Ambattur Industrial Estate, Chennai - 600058
Phone: +91-9940626688

Date: 10.06.2018

Dear Mr. MADHAN KUMAR. M

This has reference to the interview you recently had with us. We are pleased to welcome you to the Sri Sai Pressing (P) Ltd, and offer you the position of CSS / TE / Sr. TE based at

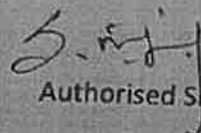
The following documents are essential to process your appointment with us, requesting you to carry the same on the date of joining

1. 02 reference letters from well-known citizens (other than your friends, relatives and teachers) vouching your character and conduct (with contact number).
2. 03 stamp size color photographs (with neck-tie).
3. One family photograph.
4. Copies of your educational certificates (from SSLC onwards) along with the originals (for verification).
5. Blood group certificate.
6. Copy of your election card/passport/family ration card.
7. PAN card Copy
8. Past Company Relieving Order

You are requested to report to the following address on 20.08.2018 at 9.00 AM, for your induction & Training.

Kindly sign your register as a token of your acceptance,

For Sri Sai Pressing (P) Ltd


Authorised Signatory



AJC PUBLIC SCHOOL-NAGAPATTINAM

Date: 28.04.2017

From

The Correspondent,
AJC Public School,
Nagapattinam.

To

R.Keerthana,
No.15, Kaliyamman Kovil Street,
Nagapattinam.

Subject: Appointment Letter

Dear Ms.Keerthana

It is to inform you that on the basis of your education and other skills, our School has decided to appoint you as a **Physics Teacher** in our school. Please confirm other details related to your job from the administration block of our School.

The monthly salary in respect of this appointment will be **Rs.12,000**. All the terms and conditions with other benefits are mentioned on the attached employment agreement form.

Regards,


School Management



Date: 31 May 2018

Letter of Intent

Dear Dineshwaran R,

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

1. You shall be required to pass the mandated evaluations and exams and successfully complete the training mentioned above. Your offer of employment with HGS is conditional upon your successful completion of the training program and upon your satisfactory performance in the evaluations and interviews conducted by HGS prior to the issue of a final letter of appointment.
2. This offer is made with the specific understanding that there is no obligation on the part of the HGS to offer you an appointment on completion of the training. This offer letter has been issued with the intention of encouraging you to complete the training program, thereby increasing your chances of being offered a position with HGS. You acknowledge and agree that completion of the training course does not, in and of itself, guarantee an offer of employment from HGS or any of its affiliates or subsidiaries, and any such offer shall be made at HGS' sole and absolute discretion.
3. You will not be entitled to claim any compensation from HGS, or any of its affiliates or subsidiaries, for participation in the training program. You acknowledge and agree that receipt of this conditional offer letter does not make you an employee of HGS and that you will not be entitled to any of the compensation and benefits afforded to an HGS employee unless and until you receive a final letter of appointment from HGS.

Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **68124**

Yours truly,
For Hinduja Global Solutions Limited

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition



Date: 31 May 2018

Letter of Intent

Dear Kathiravan K,

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

1. You shall be required to pass the mandated evaluations and exams and successfully complete the training mentioned above. Your offer of employment with HGS is conditional upon your successful completion of the training program and upon your satisfactory performance in the evaluations and interviews conducted by HGS prior to the issue of a final letter of appointment.

2. This offer is made with the specific understanding that there is no obligation on the part of the HGS to offer you an appointment on completion of the training. This offer letter has been issued with the intention of encouraging you to complete the training program, thereby increasing your chances of being offered a position with HGS. You acknowledge and agree that completion of the training course does not, in and of itself, guarantee an offer of employment from HGS or any of its affiliates or subsidiaries, and any such offer shall be made at HGS' sole and absolute discretion.

3. You will not be entitled to claim any compensation from HGS, or any of its affiliates or subsidiaries, for participation in the training program. You acknowledge and agree that receipt of this conditional offer letter does not make you an employee of HGS and that you will not be entitled to any of the compensation and benefits afforded to an HGS employee unless and until you receive a final letter of appointment from HGS.

Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **68125**

Yours truly,
For Hinduja Global Solutions Limited

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition



Date: 31 May 2018

Letter of Intent

Dear Sathiya G,

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

1. You shall be required to pass the mandated evaluations and exams and successfully complete the training mentioned above. Your offer of employment with HGS is conditional upon your successful completion of the training program and upon your satisfactory performance in the evaluations and interviews conducted by HGS prior to the issue of a final letter of appointment.

2. This offer is made with the specific understanding that there is no obligation on the part of the HGS to offer you an appointment on completion of the training. This offer letter has been issued with the intention of encouraging you to complete the training program, thereby increasing your chances of being offered a position with HGS. You acknowledge and agree that completion of the training course does not, in and of itself, guarantee an offer of employment from HGS or any of its affiliates or subsidiaries, and any such offer shall be made at HGS' sole and absolute discretion.

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Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **68126**

Yours truly,
For Hinduja Global Solutions Limited

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition



Date: 31 May 2018

Letter of Intent

Dear Sivasangari C,

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

1. You shall be required to pass the mandated evaluations and exams and successfully complete the training mentioned above. Your offer of employment with HGS is conditional upon your successful completion of the training program and upon your satisfactory performance in the evaluations and interviews conducted by HGS prior to the issue of a final letter of appointment.

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Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **68127**

Yours truly,
For Hinduja Global Solutions Limited

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition



Date: 31 May 2018

Letter of Intent

Dear Amala R,

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

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Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **68128**

Yours truly,
For Hinduja Global Solutions Limited

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition



Date: 31 May 2018

Letter of Intent

Dear Bhalamurugan B,

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

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Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **68129**

Yours truly,
For Hinduja Global Solutions Limited

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition



Date: 31 May 2018

Letter of Intent

Dear Kamal V,

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

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Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **68130**

Yours truly,
For Hinduja Global Solutions Limited

A handwritten signature in dark ink, appearing to read 'James Job', is written over a horizontal line.

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition



Date: 31 May 2018

Letter of Intent

Dear Kumaraguru S,

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

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Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **68131**

Yours truly,
For Hinduja Global Solutions Limited

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition



Date: 31 May 2018

Letter of Intent

Dear Muruganandham S,

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

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Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **68132**

Yours truly,
For Hinduja Global Solutions Limited

A handwritten signature in black ink, appearing to read 'James Job', is written over a horizontal line.

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition



Date: 31 May 2018

Letter of Intent

Dear Suganthi S,

Congratulations on being admitted as a **Trainee** in HGS International Services Private Limited ("HGS ISPL") for a period of days/weeks for our client process, at the training being impacted by HGS ISPL meets the requirements for an Associate level position with our company. Consequently, Hinduja Global Solutions Limited ("HGS") is pleased to offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

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Subject to the terms contained herein, HGS conditionally offers you a position with our organization, with a designation of Associate and an estimated salary of **Rs. 1,44,000**. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.

Reference No: **68133**

Yours truly,
For Hinduja Global Solutions Limited

A handwritten signature in black ink, appearing to read 'James Job', is written over a horizontal line.

NAME : James Job
DESIGNATION: Vice President-Talent Acquisition



Southern Agro Engine (P) Ltd.

#24A, III Phase, Industrial Estate, Guindy, Chennai – 600 032, India.

04/05/2018

Name: **Arunkumar D**

Ref No: **A-271586**

Address: EGS Pillay Engineering College, Nagapattinam.

Subject: Appointment Order- Graduate Engineer Trainee

Dear **Arunkumar D**,

As per our conversation and interview, we are very delighted to offer the post of **Graduate Engineer Trainee** in the Production department with our organization. This appointment will be effective from 07/05/2018, We hope that you are delighted to the same degree and thereby following are the rules and regulations.

Your salary will be Rs. 11,600/- per month. Your gross salary will be Rs. 1, 40,000/- per annum. Deduction of Tax and other statutory deductions will be done at source. You will receive a variable amount which will be strictly based on your performance.

Your work will be assigned from Monday to Friday, with hours ranging from 10 a.m. to 6 p.m., depending on the tasks and responsibilities. Your promotion will be based on the service you have provided, following which the record of the daily tasks done as assigned by the official.

Probation period is for 3- 6 months. Once your probation period will be over, you will become eligible for leave as per the company policy.

Your role shall begin on 07/05/2018. In case you have any query regarding the job you have been appointed on, you can call us, or you can also mail me, as I will be the primary point of contact from this period.

We congratulate on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Thanking You,

HR Manager –Southern Agro Engine (P) Ltd.



Southern Agro Engine (P) Ltd.

#24A, III Phase, Industrial Estate, Guindy, Chennai – 600 032, India.

04/05/2018

Name: **Rasik Ahamed M**

Ref No: **A-271587**

Address: EGS Pillay Engineering College, Nagapattinam.

Subject: Appointment Order- Graduate Engineer Trainee

Dear **Rasik Ahamed M**,

As per our conversation and interview, we are very delighted to offer the post of **Graduate Engineer Trainee** in the Production department with our organization. This appointment will be effective from 07/05/2018; We hope that you are delighted to the same degree and thereby following are the rules and regulations.

Your salary will be Rs. 11,600/- per month. Your gross salary will be Rs. 1, 40,000/- per annum. Deduction of Tax and other statutory deductions will be done at source. You will receive a variable amount which will be strictly based on your performance.

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Your role shall begin on 07/05/2018. In case you have any query regarding the job you have been appointed on, you can call us, or you can also mail me, as I will be the primary point of contact from this period.

We congratulate on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Thanking You,

HR Manager –Southern Agro Engine (P) Ltd.



Southern Agro Engine (P) Ltd.

#24A, III Phase, Industrial Estate, Guindy, Chennai – 600 032, India.

04/05/2018

Name: **Mohan R**

Ref No: **A-271588**

Address: EGS Pillay Engineering College, Nagapattinam.

Subject: Appointment Order- Graduate Engineer Trainee

Dear **Mohan R**,

As per our conversation and interview, we are very delighted to offer the post of **Graduate Engineer Trainee** in the Production department with our organization. This appointment will be effective from 07/05/2018. We hope that you are delighted to the same degree and thereby following are the rules and regulations.

Your salary will be Rs. 11,600/- per month. Your gross salary will be Rs. 1, 40,000/- per annum. Deduction of Tax and other statutory deductions will be done at source. You will receive a variable amount which will be strictly based on your performance.

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Your role shall begin on 07/05/2018. In case you have any query regarding the job you have been appointed on, you can call us, or you can also mail me, as I will be the primary point of contact from this period.

We congratulate on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Thanking You,

HR Manager –Southern Agro Engine (P) Ltd.



Southern Agro Engine (P) Ltd.

#24A, III Phase, Industrial Estate, Guindy, Chennai – 600 032, India.

04/05/2018

Name: **Rajasekar R**

Ref No: **C-271589**

Address: EGS Pillay Engineering College, Nagapattinam.

Subject: Appointment Order- Graduate Engineer Trainee

Dear **Rajasekar R**,

As per our conversation and interview, we are very delighted to offer the post of **Graduate Engineer Trainee** in the Production department with our organization. This appointment will be effective from 07/05/2018, We hope that you are delighted to the same degree and thereby following are the rules and regulations.

Your salary will be Rs. 11,600/- per month. Your gross salary will be Rs. 1, 40,000/- per annum. Deduction of Tax and other statutory deductions will be done at source. You will receive a variable amount which will be strictly based on your performance.

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Your role shall begin on 07/05/2018. In case you have any query regarding the job you have been appointed on, you can call us, or you can also mail me, as I will be the primary point of contact from this period.

We congratulate on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Thanking You,

HR Manager –Southern Agro Engine (P) Ltd.



Southern Agro Engine (P) Ltd.

#24A, III Phase, Industrial Estate, Guindy, Chennai - 600 032, India.

04/05/2018

Name: **Ravichandran P**

Ref No: **B-271590**

Address: EGS Pillay Engineering College, Nagapattinam.

Subject: Appointment Order- Graduate Engineer Trainee

Dear **Ravichandran P**,

As per our conversation and interview, we are very delighted to offer the post of **Graduate Engineer Trainee** in the Production department with our organization. This appointment will be effective from 07/05/2018, We hope that you are delighted to the same degree and thereby following are the rules and regulations.

Your salary will be Rs. 11,600/- per month. Your gross salary will be Rs. 1, 40,000/- per annum. Deduction of Tax and other statutory deductions will be done at source. You will receive a variable amount which will be strictly based on your performance.

Your work will be assigned from Monday to Friday, with hours ranging from 10 a.m. to 6 p.m., depending on the tasks and responsibilities. Your promotion will be based on the service you have provided, following which the record of the daily tasks done as assigned by the official.

Probation period is for 3- 6 months. Once your probation period will be over, you will become eligible for leave as per the company policy.

Your role shall begin on 07/05/2018. In case you have any query regarding the job you have been appointed on, you can call us, or you can also mail me, as I will be the primary point of contact from this period.

We congratulate on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Thanking You,

HR Manager - Southern Agro Engine (P) Ltd.



Southern Agro Engine (P) Ltd.

#24A, III Phase, Industrial Estate, Guindy, Chennai – 600 032, India.

04/05/2018

Name: **Sudharsan R**

Ref No: **B-271591**

Address: EGS Pillay Engineering College, Nagapattinam.

Subject: Appointment Order- Graduate Engineer Trainee

Dear **Sudharsan R**,

As per our conversation and interview, we are very delighted to offer the post of **Graduate Engineer Trainee** in the Production department with our organization. This appointment will be effective from 07/05/2018, We hope that you are delighted to the same degree and thereby following are the rules and regulations.

Your salary will be Rs. 11,600/- per month. Your gross salary will be Rs. 1, 40,000/- per annum. Deduction of Tax and other statutory deductions will be done at source. You will receive a variable amount which will be strictly based on your performance.

Your work will be assigned from Monday to Friday, with hours ranging from 10 a.m. to 6 p.m., depending on the tasks and responsibilities. Your promotion will be based on the service you have provided, following which the record of the daily tasks done as assigned by the official.

Probation period is for 3- 6 months. Once your probation period will be over, you will become eligible for leave as per the company policy.

Your role shall begin on 07/05/2018. In case you have any query regarding the job you have been appointed on, you can call us, or you can also mail me, as I will be the primary point of contact from this period.

We congratulate on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Thanking You,

HR Manager –Southern Agro Engine (P) Ltd.



Southern Agro Engine (P) Ltd.
#24A, III Phase, Industrial Estate, Guindy, Chennai - 600 032, India.

Name: Vijay M

04/05/2018

Ref No: B-271592

Address: EGS Pillay Engineering College, Nagapattinam.

Subject: Appointment Order- Graduate Engineer Trainee

Dear Vijay M,

As per our conversation and interview, we are very delighted to offer the post of **Graduate Engineer Trainee** in the Production department with our organization. This appointment will be effective from 07/05/2018, We hope that you are delighted to the same degree and thereby following are the rules and regulations.

Your salary will be Rs. 11,600/- per month. Your gross salary will be Rs. 1, 40,000/- per annum. Deduction of Tax and other statutory deductions will be done at source. You will receive a variable amount which will be strictly based on your performance.

Your work will be assigned from Monday to Friday, with hours ranging from 10 a.m. to 6 p.m., depending on the tasks and responsibilities. Your promotion will be based on the service you have provided, following which the record of the daily tasks done as assigned by the official.

Probation period is for 3- 6 months. Once your probation period will be over, you will become eligible for leave as per the company policy.

Your role shall begin on 07/05/2018. In case you have any query regarding the job you have been appointed on, you can call us, or you can also mail me, as I will be the primary point of contact from this period.

We congratulate on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Thanking You,

HR Manager -Southern Agro Engine (P) Ltd.



Southern Agro Engine (P) Ltd.

#24A, III Phase, Industrial Estate, Guindy, Chennai – 600 032, India.

04/05/2018

Name: **Sarathkumar G**

RefNo: **D-271593**

Address: EGS Pillay Engineering College, Nagapattinam.

Subject: Appointment Order- Graduate Engineer Trainee

Dear **Sarathkumar G**,

As per our conversation and interview, we are very delighted to offer the post of **Graduate Engineer Trainee** in the Production department with our organization. This appointment will be effective from 07/05/2018. We hope that you are delighted to the same degree and thereby following are the rules and regulations.

Your salary will be Rs. 11,600/- per month. Your gross salary will be Rs. 1,40,000/- per annum. Deduction of Tax and other statutory deductions will be done at source. You will receive a variable amount which will be strictly based on your performance.

Your work will be assigned from Monday to Friday, with hours ranging from 10 a.m. to 6 p.m., depending on the tasks and responsibilities. Your promotion will be based on the service you have provided, following which the record of the daily tasks done as assigned by the official.

Probation period is for 3- 6 months. Once your probation period will be over, you will become eligible for leave as per the company policy.

Your role shall begin on 07/05/2018. In case you have any query regarding the job you have been appointed on, you can call us, or you can also mail me, as I will be the primary point of contact from this period.

We congratulate on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

Thanking You,

HR Manager –Southern Agro Engine (P) Ltd.

20/08/2018

LETTER OF APPOINTMENT

Dear **BALAMURALI . T**

With reference to your application and the subsequent interview held. We are pleased to make the following scheme.

Position: Graduate Apprentice

Training Duration: 12 months

Place of Training: Schneider Electric India Private Limited, Poonamallee, Chennai.

Stipend: Rs. 11,200 /- Per month

Reporting date / Start date of Training:

Reporting location for training: Schneider Electric India Private Limited, No. 172, Poonamallee Bye Pass Road, Poonamallee, Chennai - 600056. (03.09.2018, Reporting time; 8.30 am).

Please note that this scheme is valid, subject to your passing B.E and Verification of all related certificates.

You are required to carry the following on the start date of training.

1. SSLC /HSC.
2. B.E Consolidated Mark list, Provisional, Transfer Certificate & Conduct Certificate.
3. Proof of Identity & Address (Voter's Id/Passport/Driving License/PAN card).
4. Latest Passport size color photograph — 6 No's.

Kindly confirm the acceptance of this offer by signing in the duplicate copy of this letter and submit.

For Schneider Electric India Pvt.Ltd.,



Madhavan Dilli

Assistant Manager-Human Resources

Balamurali have gone through the contents of this letter and accept the terms and conditions enumerated herewith.

Schneider Electric India Pvt. Limited

No_ 172, Poonamallee Bypass Road

Poonamallee, Chennai- 600 056

Tel : 91 44 30962300, Fax : 91 44 30962400

www.schneider-electric.co.in

Regd. Off.: C-56, Mayapuri Industrial Area

Phase II - New Delhi - 110064

CIN-U74899DL1995PTC065815



20/08/2018

LETTER OF APPOINTMENT

Dear **DHILIPAN SAKARAVARTHY. P**

With reference to your application and the subsequent interview held. We are pleased to make the following scheme.

Position: Graduate Apprentice

Training Duration: 12 months

Place of Training: Schneider Electric India Private Limited, Poonamallee, Chennai.

Stipend: Rs. 11,200/- Per month

Reporting date / Start date of Training:

Reporting location for training: Schneider Electric India Private Limited, No. 172, Poonamallee Bye Pass Road, Poonamallee, Chennai - 600056. (03.09.2018, Reporting time; 8.30 am).

Please note that this scheme is valid, subject to your passing B.E and Verification of all related certificates.

You are required to carry the following on the start date of training.

1. SSLC /HSC.
2. B.E Consolidated Mark list, Provisional, Transfer Certificate & Conduct Certificate.
3. Proof of Identity & Address (Voter's Id/Passport/Driving License/PAN card).
4. Latest Passport size color photograph — 6 No's.

Kindly confirm the acceptance of this offer by signing in the duplicate copy of this letter and submit.

For Schneider Electric India Pvt.Ltd.,



Madhavan Dilli

Assistant Manager-Human Resources

DHILIPAN SAKARAVARTHY have gone through the contents of this letter and accept the terms and conditions enumerated herewith.

Schneider Electric India Pvt. Limited

No_ 172, Poonamallee Bypass Road

Poonamallee, Chennai- 600 056

Tel : 91 44 30962300, Fax : 91 44 30962400

www.schneider-electric.co.in

Regd. Off.: C-56, Mayapuri Industrial Area

Phase II - New Delhi - 110064

CIN-U74899DL1995PTC065815



20/08/2018

LETTER OF APPOINTMENT

Dear **HARIKRISHNAN D**

With reference to your application and the subsequent interview held. We are pleased to make the following scheme.

Position: Graduate Apprentice
Training Duration: 12 months
Place of Training: Schneider Electric India Private Limited, Poonamallee, Chennai.
Stipend: Rs. 11,200 /- Per month
Reporting date / Start date of Training:
Reporting location for training: Schneider Electric India Private Limited, No. 172, Poonamallee Bye Pass Road, Poonamallee, Chennai - 600056. (03.09.2018, Reporting time; 8.30 am).


Please note that this scheme is valid, subject to your passing B.E and Verification of all related certificates.

You are required to carry the following on the start date of training.

1. SSLC /HSC.
2. B.E Consolidated Mark list, Provisional, Transfer Certificate & Conduct Certificate.
3. Proof of Identity & Address (Voter's Id/Passport/Driving License/PAN card).
4. Latest Passport size color photograph — 6 No's.

Kindly confirm the acceptance of this offer by signing in the duplicate copy of this letter and submit.


For Schneider Electric India Pvt.Ltd.,


Madhavan Dilli
Assistant Manager-Human Resources

Harikrishnan have gone through the contents of this letter and accept the terms and conditions enumerated herewith.

Schneider Electric India Pvt. Limited
No_ 172, Poonamallee Bypass Road
Poonamallee, Chennai- 600 056
Tel : 91 44 30962300, Fax : 91 44 30962400
www.schneider-electric.co.in

Regd. Off.: C-56, Mayapuri Industrial Area
Phase II - New Delhi - 110064
CIN-U74899DL1995PTC065815



Life Is On

Schneider
Electric

To
Kasmeerayan . T
22/7 Pandagasalai St,
Velankanni

LETTER OF ENGAGEMENT INTO APPRENTICESHIP SCHEME

Dear **KASMEERAYAN**

With reference to your application and the subsequent interview held. We are pleased to make the following scheme.

Position: Graduate Apprentice

Training Duration: 12 months

Place of Training: Schneider Electric India Private Limited, Poonamallee, Chennai

Stipend: Rs. 10,580 /- Per month

Reporting date / Start date of Training: 20/08/2018

Reporting location for training: Schneider Electric India Private Limited, No. 172, Poonamallee Bye Pass Road, Poonamallee, Chennai – 600056. (Reporting time: 8.30 am).

Please note that this scheme is valid, subject to your passing B.E and Verification of all related certificates.

You are required to carry the following on the start date of training.

1. SSLC /HSC.
2. B.E Consolidated Mark list, Provisional, Transfer Certificate & Conduct Certificate.
3. Proof of Identity & Address (Voter's Id/Passport/Driving License/PAN card).
4. Latest Passport size color photograph – 6 No's.
5. Aadhar Xerox copy

Kindly confirm the acceptance of this offer by signing in the duplicate copy of this letter and submit.

For Schneider Electric India Pvt.Ltd.,



Madhavan Dilli
Assistant Manager-Human Resources

I, KASMEERAYAN have gone through the contents of this letter and accept the terms and conditions enumerated herewith.

Original is received
Kasmeerayan.

20/08/2018

LETTER OF APPOINTMENT

Dear **MUTHAMIZHAN. V**

With reference to your application and the subsequent interview held. We are pleased to make the following scheme.

Position: Graduate Apprentice
Training Duration: 12 months
Place of Training: Schneider Electric India Private Limited, Poonamallee, Chennai
Stipend: Rs. 11,200 /- Per month
Reporting date / Start date of Training:
Reporting location for training: Schneider Electric India Private Limited, No. 172, Poonamallee Bye Pass Road, Poonamallee, Chennai - 600056. (03.09.2018, Reporting time; 8.30 am).


Please note that this scheme is valid, subject to your passing B.E and Verification of all related certificates.

You are required to carry the following on the start date of training.

1. SSLC /HSC.
2. B.E Consolidated Mark list, Provisional, Transfer Certificate & Conduct Certificate.
3. Proof of Identity & Address (Voter's Id/Passport/Driving License/PAN card).
4. Latest Passport size color photograph — 6 No's.

Kindly confirm the acceptance of this offer by signing in the duplicate copy of this letter and submit.

For Schneider Electric India Pvt.Ltd.,


Madhavan Dilli
Assistant Manager-Human Resources

Muthamizhan have gone through the contents of this letter and accept the terms and conditions enumerated herewith.

Schneider Electric India Pvt. Limited
No_ 172, Poonamallee Bypass Road
Poonamallee, Chennai- 600 056
Tel : 91 44 30962300, Fax : 91 44 30962400
www.schneider-electric.co.in

Regd. Off.: C-56, Mayapuri Industrial Area
Phase II - New Delhi - 110064
CIN-U74899DL1995PTC065815



Life Is On

Schneider
Electric

To

Pavithra - JP
1/1861, sivan kovil street,
MAMAKUDY
THARAGAI

LETTER OF ENGAGEMENT INTO APPRENTICESHIP SCHEME

Dear PAVITHRA

With reference to your application and the subsequent interview held. We are pleased to make the following scheme.

Position: Graduate Apprentice

Training Duration: 12 months

Place of Training: Schneider Electric India Private Limited, Poonamallee, Chennai

Stipend: Rs. 10,580 /- Per month

Reporting date / Start date of Training: 20/08/2018

Reporting location for training: Schneider Electric India Private Limited, No. 172, Poonamallee Bye Pass Road, Poonamallee, Chennai – 600056. (Reporting time: 8.30 am).

Please note that this scheme is valid, subject to your passing B.E and Verification of all related certificates.

You are required to carry the following on the start date of training.

1. SSLC /HSC.
2. B.E Consolidated Mark list, Provisional, Transfer Certificate & Conduct Certificate.
3. Proof of Identity & Address (Voter's Id/Passport/Driving License/PAN card).
4. Latest Passport size color photograph – 6 No's.
5. Aadhar Xerox copy

Kindly confirm the acceptance of this offer by signing in the duplicate copy of this letter and submit.

For Schneider Electric India Pvt.Ltd.,

Madhavan Dilli
Assistant Manager-Human Resources

PAVITHRA, have gone through the contents of this letter and accept the terms and conditions enumerated herewith.

original is recieved

20/08/2018

LETTER OF APPOINTMENT

Dear **SAKTHIVEL C**

With reference to your application and the subsequent interview held. We are pleased to make the following scheme.

Position: Graduate Apprentice

Training Duration: 12 months

Place of Training: Schneider Electric India Private Limited, Poonamallee, Chennai.

Stipend: Rs. 11,200/- Per month

Reporting date / Start date of Training:

Reporting location for training: Schneider Electric India Private Limited, No. 172, Poonamallee Bye Pass Road, Poonamallee, Chennai - 600056. (03.09.2018, Reporting time; 8.30 am).

Please note that this scheme is valid, subject to your passing B.E and Verification of all related certificates.

You are required to carry the following on the start date of training.

1. SSLC /HSC.
2. B.E Consolidated Mark list, Provisional, Transfer Certificate & Conduct Certificate.
3. Proof of Identity & Address (Voter's Id/Passport/Driving License/PAN card).
4. Latest Passport size color photograph — 6 No's.

Kindly confirm the acceptance of this offer by signing in the duplicate copy of this letter and submit.

For Schneider Electric India Pvt.Ltd.,



Madhavan Dilli

Assistant Manager-Human Resources

I, **Sakthivel**..... have gone through the contents of this letter and accept the terms and conditions enumerated herewith.

Schneider Electric India Pvt. Limited

No_ 172, Poonamallee Bypass Road

Poonamallee, Chennai- 600 056

Tel : 91 44 30962300, Fax : 91 44 30962400

www.schneider-electric.co.in

Regd. Off.: C-56, Mayapuri Industrial Area

Phase II - New Delhi - 110064

CIN-U74899DL1995PTC065815

Sakthivel

To N Santhana

D/O Nagappan

2/79 melu street

Nalwedapathy (PO)

Vedantaniyam (T.K)

Nagai (D.T)

LETTER OF ENGAGEMENT INTO APPRENTICESHIP SCHEME

Dear N. Santhana

With reference to your application and the subsequent interview held. We are pleased to make the following scheme.

Position: Graduate Apprentice

Training Duration: 12 months

Place of Training: Schneider Electric India Private Limited, Poonamallee, Chennai

Stipend: Rs. 10,580/- Per month

Reporting date / Start date of Training: 20/08/2018

Reporting location for training: Schneider Electric India Private Limited, No. 172, Poonamallee Bye Pass Road, Poonamallee, Chennai – 600056. (Reporting time: 8.30 am).

Please note that this scheme is valid, subject to your passing B.E and Verification of all related certificates.

You are required to carry the following on the start date of training.

1. SSLC /HSC.
2. B.E Consolidated Mark list, Provisional, Transfer Certificate & Conduct Certificate.
3. Proof of Identity & Address (Voter's Id/Passport/Driving License/PAN card).
4. Latest Passport size color photograph – 6 No's.
5. Aadhar Xerox copy

Kindly confirm the acceptance of this offer by signing in the duplicate copy of this letter and submit.

For Schneider Electric India Pvt.Ltd.,



Madhavan Dilli

Assistant Manager-Human Resources

I, Santhana....., have gone through the contents of this letter and accept the terms and conditions enumerated herewith.

original copy is received

N. Santhana

Schneider Electric India Pvt. Ltd.

20/08/2018

LETTER OF APPOINTMENT

Dear SUNDAR A

With reference to your application and the subsequent interview held. We are pleased to make the following scheme.

Position: Graduate Apprentice

Training Duration: 12 months

Place of Training: Schneider Electric India Private Limited, Poonamallee, Chennai.

Stipend: Rs. 11,200 /- Per month

Reporting date / Start date of Training:

Reporting location for training: Schneider Electric India Private Limited, No. 172, Poonamallee Bye Pass Road, Poonamallee, Chennai - 600056. (03.09.2018, Reporting time; 8.30 am).

Please note that this scheme is valid, subject to your passing B.E and Verification of all related certificates.

You are required to carry the following on the start date of training.

1. SSLC /HSC.
2. B.E Consolidated Mark list, Provisional, Transfer Certificate & Conduct Certificate.
3. Proof of Identity & Address (Voter's Id/Passport/Driving License/PAN card).
4. Latest Passport size color photograph — 6 No's.

Kindly confirm the acceptance of this offer by signing in the duplicate copy of this letter and submit.

For Schneider Electric India Pvt.Ltd.,



Madhavan Dilli

Assistant Manager-Human Resources

I, Sundar.....have gone through the contents of this letter and accept the terms and conditions enumerated herewith.

Schneider Electric India Pvt. Limited

No_ 172, Poonamallee Bypass Road

Poonamallee, Chennai- 600 056

Tel : 91 44 30962300, Fax : 91 44 30962400

www.schneider-electric.co.in

Regd. Off.: C-56, Mayapuri Industrial Area

Phase II - New Delhi - 110064

CIN-U74899DL1995PTC065815



Life Is On

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Electric

To V. Vidhya
D/o. D. Varatharajan
Porumal East Street
Valivalam (PO) 610207
Thiruvkavalai (TK)
Nagai LETTER OF ENGAGEMENT INTO APPRENTICESHIP SCHEME

Dear V. Vidhya

With reference to your application and the subsequent interview held. We are pleased to make the following scheme.

Position: Graduate Apprentice

Training Duration: 12 months

Place of Training: Schneider Electric India Private Limited, Poonamallee, Chennai

Stipend: Rs. 10,580 /- Per month

Reporting date / Start date of Training: 20/08/2018

Reporting location for training: Schneider Electric India Private Limited, No. 172, Poonamallee Bye Pass Road, Poonamallee, Chennai – 600056. (Reporting time: 8.30 am).

Please note that this scheme is valid, subject to your passing B.E and Verification of all related certificates.

You are required to carry the following on the start date of training.

1. SSLC /HSC.
2. B.E Consolidated Mark list, Provisional, Transfer Certificate & Conduct Certificate.
3. Proof of Identity & Address (Voter's Id/Passport/Driving License/PAN card).
4. Latest Passport size color photograph – 6 No's.
5. Aadhar Xerox copy

Kindly confirm the acceptance of this offer by signing in the duplicate copy of this letter and submit.

For Schneider Electric India Pvt.Ltd.,


Madhavan Dilli
Assistant Manager-Human Resources

I, V. Vidhya, have gone through the contents of this letter and accept the terms and conditions enumerated herewith.

original copy received

Schneider Electric India Pvt. Ltd.

No. 172, Poonamallee Bye Pass Road,
Poonamallee, Chennai - 600056
Tel : +91 44 3096 2300, Fax : +91 44 3096 2400
Registered Office : C-56, Mavapuri Industrial Area, Phase - II, New Delhi - 110064

V. Vidhya

To S. Neelavani
D/o S. Subbaraj
Kidarkonkur (P.O)
Tharangambadi (T.K)
Nagai (Dt) PIN: 609 304

LETTER OF ENGAGEMENT INTO APPRENTICESHIP SCHEME

Dear S. Neelavani,

With reference to your application and the subsequent interview held. We are pleased to make the following scheme.

Position: Graduate Apprentice

Training Duration: 12 months

Place of Training: Schneider Electric India Private Limited, Poonamallee, Chennai

Stipend: Rs. 10,580 /- Per month

Reporting date / Start date of Training: 20/08/2018

Reporting location for training: Schneider Electric India Private Limited, No. 172, Poonamallee Bye Pass Road, Poonamallee, Chennai – 600056. (Reporting time: 8.30 am).

Please note that this scheme is valid, subject to your passing B.E and Verification of all related certificates.

You are required to carry the following on the start date of training.

1. SSLC /HSC.
2. B.E Consolidated Mark list, Provisional, Transfer Certificate & Conduct Certificate.
3. Proof of Identity & Address (Voter's Id/Passport/Driving License/PAN card).
4. Latest Passport size color photograph – 6 No's.
5. Aadhar Xerox copy

Kindly confirm the acceptance of this offer by signing in the duplicate copy of this letter and submit.

For Schneider Electric India Pvt.Ltd.,


Madhavan Dilli
Assistant Manager-Human Resources

I, Neelavani, have gone through the contents of this letter and accept the terms and conditions enumerated herewith.

original copy received.

S. Neelavani

Schneider Electric India Pvt. Ltd.

Life Is On

Schneider
Electric

To

S. Selvarani
D/o G. Selvaraj
Kaliyamma Kovil St,
Kattucherry
Tharangai (T.K) Nagai (D.T) - 609303

LETTER OF ENGAGEMENT INTO APPRENTICESHIP SCHEME

Dear S. Selvarani

With reference to your application and the subsequent interview held. We are pleased to make the following scheme.

Position: Graduate Apprentice

Training Duration: 12 months

Place of Training: Schneider Electric India Private Limited, Poonamallee, Chennai

Stipend: Rs. 10,580 /- Per month

Reporting date / Start date of Training: 20/08/2018

Reporting location for training: Schneider Electric India Private Limited, No. 172, Poonamallee Bye Pass Road, Poonamallee, Chennai – 600056. (Reporting time: 8.30 am).

Please note that this scheme is valid, subject to your passing B.E and Verification of all related certificates.

You are required to carry the following on the start date of training.

1. SSLC /HSC.
2. B.E Consolidated Mark list, Provisional, Transfer Certificate & Conduct Certificate.
3. Proof of Identity & Address (Voter's Id/Passport/Driving License/PAN card).
4. Latest Passport size color photograph – 6 No's.
5. Aadhar Xerox copy

Kindly confirm the acceptance of this offer by signing in the duplicate copy of this letter and submit.

For Schneider Electric India Pvt.Ltd.,



Madhavan Dilli
Assistant Manager-Human Resources

I, S. Selvarani, have gone through the contents of this letter and accept the terms and conditions enumerated here with.

original copy received

22.01.2019

IDFC BHARAT

Miss. Vijithra.K
S/o: Kusefan
16, Anna nagar, Velippalayam,
Nagal-611001

IDFC

Dear Vijithra.K

We are pleased to make an offer to you for the position of "Group Relationship Officer Trainee" in Department of "Business" within IDFC Bharat Ltd., a wholly owned subsidiary & Business Correspondent of IDFC Bank Limited. You shall join the Company on or before 01.02.2019. Three months from the date of joining will be considered as Probation period. During your probation period you are entitled for Rs.11,424/- (Eleven Thousand four hundred Twenty four rupees only) monthly CTC. Your current posting will be at 'Maylladuthurai' Branch- PH PH:9597083039

NO: 11, 2nd street, Cauvery Nagar,

Maylladuthurai, Nagapattinam (D.T) -609001

The details of other terms and conditions of your employment are enclosed herewith as following:

- Annexure "A" : Terms & Conditions of employment
- Annexure "B" : Code of Conduct
- Annexure "C" : Compensation Details

All the Annexure mentioned above shall form a part and parcel of this letter. If the terms and conditions of appointment enumerated in this letter of appointment, including its annexure are acceptable to you, please confirm your acceptance by signing on the duplicate copy of this letter and return it to the Company HR within one week of the date of this letter. In case no confirmation is received within the above mentioned period this appointment letter shall be deemed to have been withdrawn.

You are required to submit the following documents, at the time of joining:

- i) Certificates in support of your educational / professional qualifications, Aadhar Card and other testimonials with copies thereof.
- ii) Certificates in support of your previous employment (if any).
- iii) Three copies of your recent passport size photographs (in color).

During your probation period, if your performance is not up to the expected standards, your probation period can be extended/ terminated, at the discretion of the management.

Please note that you are required to keep the remuneration / benefits offered to you strictly confidential and not to share information regarding the same with anyone. This offer will become null & void if your background verification is not satisfactory.

Congratulations. We look forward for a long, successful and pleasant association with the IDFC Bharat Ltd !!

Sincerely yours,
For IDFC Bharat Limited

Mariaarasanand.A
Regional HR - Chidambaram Region

Jk vijithra
Accepted and Agreed
Name: Vijithra.K
Date: 22.01.2019

Annexure:C

COMPENSATION DETAILS

Employee Name	Vijithra.K
Grade	Assistant
Department	Business
Location	Mayiladuthural Branch

Basic Particular	Monthly	Annual
DA	5188	62259
HRA	1556	18672
Gross	1297	15564
CCA ¹	8041	96495
Total Gross	778	9336
	8819	105832
EPF		
ESI	1005	12060
Gratuity	419	5028
Bonus	326	3912
Total	734	8819
	2484	29819
Total CTC	11304	135651

¹ CCA varies between 0%, 5%, 15% and 30% based on the location category

Note:

* Insurance premium is paid by the company towards employee's life, accident and medical insurance. This is a notional premium amount and is not paid in cash to the employee.

* Provident Fund contributions shall be made by the company to the fund

* Gratuity will be applicable as per the payment of gratuity act.

* Professional tax will be applicable and is deducted from the employee salary.

Satish D
Head - Human Resource

New Tech Industries

Call us: 08071683347
Mobile: +91-9843017859
Telephone: +91-422-2571351

Date: 22.5.2018

Letter of Offer

Mr. Vigneshwaran N,
REF NO: NTI/HR/2018_012

Dear Vigneshwaran N,

Sub: Job offer
Ref.: Further to Interview

We are pleased to offer you the position of Junior Engineer - Production in our New Tech Industries based at Coimbatore/Thottipalayam.

We trust that your knowledge, skills and experience will be among our most valuable assets.

You will be in probation a period of 1 year from the date of joining.

This offer letter is valid till 20.06.2018. Please send back a signed copy of this letter indicating your acceptance to join and if you are already employed send us relieving order/resignation acceptance letter from your current employer to our HR.

Your Appointment Letter will be issued on the date of joining. The joining formalities and induction will be carried out in New Tech Industries based at Coimbatore/Thottipalayam.

Your annual Salary CTC is INR 1, 35,000/- (One Lakh Thirty five Thousand Only).

This offer is valid only after successful verification of the following documents.

- (1) 10th/12th marks statements
- (2) UG / PG degree certificates
- (3) Relieving Order from previous organization
- (4) Experience Certificate
- (5) Aadhar Card
- (6) Photocopies of your certificates,
- (7) Two color passport-size photos.

We look forward to welcome you New Tech Industries.

Sincerely,

For NEW TECH INDUSTRIES



HR Manager

Date: 22.5.2018

Letter of Offer

Mr. Vineeth S,
REF NO: NTI/HR/2018_013

Dear Vineeth S,

Sub: Job offer
Ref.: Further to Interview

We are pleased to offer you the position of Junior Engineer - Production in our New Tech Industries based at Coimbatore/Thottipalayam.

We trust that your knowledge, skills and experience will be among our most valuable assets.

You will be in probation a period of 1 year from the date of joining.

This offer letter is valid till 20.06.2018. Please send back a signed copy of this letter indicating your acceptance to join and if you are already employed send us relieving order/resignation acceptance letter from your current employer to our HR.

Your Appointment Letter will be issued on the date of joining. The joining formalities and induction will be carried out in New Tech Industries based at Coimbatore/Thottipalayam.

Your annual Salary CTC is INR 1, 35,000/- (One Lakh Thirty five Thousand Only).

This offer is valid only after successful verification of the following documents.

- (1) 10th/12th marks statements
- (2) UG / PG degree certificates
- (3) Relieving Order from previous organization
- (4) Experience Certificate
- (5) Aadhar Card
- (6) Photocopies of your certificates,
- (7) Two color passport-size photos.

We look forward to welcome you New Tech Industries.

Sincerely,

For NEW TECH INDUSTRIES



HR Manager

Date: 22.5.2018

Letter of Offer

Mr. Visveshwaran P,
REF NO: NTI/HR/2018_014

Dear Visveshwaran P,

Sub: Job offer
Ref.: Further to Interview

We are pleased to offer you the position of Junior Engineer - Production in our New Tech Industries based at Coimbatore/Thottipalayam.

We trust that your knowledge, skills and experience will be among our most valuable assets.

You will be in probation a period of 1 year from the date of joining.

This offer letter is valid till 20.06.2018. Please send back a signed copy of this letter indicating your acceptance to join and if you are already employed send us relieving order/resignation acceptance letter from your current employer to our HR.

Your Appointment Letter will be issued on the date of joining. The joining formalities and induction will be carried out in New Tech Industries based at Coimbatore/Thottipalayam.

Your annual Salary CTC is INR 1, 35,000/- (One Lakh Thirty five Thousand Only).

This offer is valid only after successful verification of the following documents.

- (1) 10th/12th marks statements
- (2) UG / PG degree certificates
- (3) Relieving Order from previous organization
- (4) Experience Certificate
- (5) Aadhar Card
- (6) Photocopies of your certificates,
- (7) Two color passport-size photos.

We look forward to welcome you New Tech Industries.

Sincerely,

For NEW TECH INDUSTRIES



HR Manager

Date: 22.5.2018

Letter of Offer

Mr. Prem Silvanash M,
REF NO: NTI/HR/2018_015

Dear Prem Silvanash M,

Sub: Job offer
Ref.: Further to Interview

We are pleased to offer you the position of Junior Engineer - Production in our New Tech Industries based at Coimbatore/Thottipalayam.

We trust that your knowledge, skills and experience will be among our most valuable assets.

You will be in probation a period of 1 year from the date of joining.

This offer letter is valid till 20.06.2018. Please send back a signed copy of this letter indicating your acceptance to join and if you are already employed send us relieving order/resignation acceptance letter from your current employer to our HR.

Your Appointment Letter will be issued on the date of joining. The joining formalities and induction will be carried out in New Tech Industries based at Coimbatore/Thottipalayam.

Your annual Salary CTC is INR 1, 35,000/- (One Lakh Thirty five Thousand Only).

This offer is valid only after successful verification of the following documents.

- (1) 10th/12th marks statements
- (2) UG / PG degree certificates
- (3) Relieving Order from previous organization
- (4) Experience Certificate
- (5) Aadhar Card
- (6) Photocopies of your certificates,
- (7) Two color passport-size photos.

We look forward to welcome you New Tech Industries.

Sincerely,

For NEW TECH INDUSTRIES



HR Manager



MS/18/ST031

Date :10.07.2018

Ms. Bavithra
No.56 Kudaimudaivoor Colony,
Cooks Road,
Velipalayam,
Nagapattinam

Dear Bavithra,

With reference to the discussions you have had with us, we are pleased to appoint you as "SOFTWARE DEVELOPER" for our Group companies on the following terms and conditions:

1. You will be paid a consolidated amount of **Rs.1,32,000**(Rupees One Lakh Thirty Two Thousand only) per annum.
2. The above consolidated amount will consist of the following:
 - a) Rs. **Ninety Six Thousand** per annum as fixed pay, and
 - b) Rs. **Thirty Six Thousand** per annum as variable pay which is linked to your performance and that of the company.
3. This appointment is for a period of two years effective date of your joining and may be renewed on a mutual basis. This arrangement is with effect from **16.07.2018** and will be valid for a period of **16.08.2020** years/s.
4. In this capacity, you will be located at **Chennai** and will report to **Mr. Pradeep** or any other person nominated by the Matrix Solution. However, your services could be transferred to any other Departments/Divisions of the Company. Notwithstanding your appointment in this company, your services could be reassigned to any other company of the Group.
5. You may also be assigned such other duties at the discretion of the Management in any Branch or office of the Company and/ or its Subsidiaries or Associate Companies.
6. You will be eligible for 18 days leave pro-rated per calendar year. However, leave will be allowed subject to exigencies of work.

7. You will be provided comprehensive Accident/ Medical Health Insurance for your and your spouse.

8. It is clarified that in addition to the above, you will not be entitled to any other benefits.

9. This appointment can be terminated by giving three-month notice on either side or payment in lieu of shortfall in this notice period.

10. You shall observe all rules and regulations of the company.

11. During the tenure of the assignment with the company, you will not engage yourself in any other assignments or gainful employment without consent of the management.

12. You are required to maintain the highest order of secrecy with regards to the work or confidential information of the Company and/ or its subsidiaries or Associate Companies and in case of any breach of trust, your appointment may be terminated by the Company without any notice.

13. The Company lays emphasis on all statutory compliances and your should ensure compliance with various statues in your area of operations.

Kindly sign a copy of this letter in acceptance of the above mentioned terms and conditions and return the same for our records.

Regards



Mr. Raja Ganesh
Group Head-Matrix Solution.

SOLUTIONS

Matrix Solutions
Group Head-Matrix Solution



MS/18/ST031

Date :10.07.2018

Ms. Sureka,
2/15Housing Unit,
Sembanarkovil main road,
Thirukadaiyur.
Nagapattinam District.

Dear **Sureka,**

With reference to the discussions you have had with us, we are pleased to appoint you as **"SOFTWARE DEVELOPER"** for our Group companies on the following terms and conditions:

1. You will be paid a consolidated amount of **Rs.1,32,000**(Rupees One Lakh Thirty Two Thousand only) per annum.
2. The above consolidated amount will consist of the following:
 - a) **Rs. Ninety Six Thousand** per annum as fixed pay, and
 - b) **Rs. Thirty Six Thousand** per annum as variable pay which is linked to your performance and that of the company.
3. This appointment is for a period of two years effective date of your joining and may be renewed on a mutual basis. This arrangement is with effect from **16.07.2018** and will be valid for a period of 16.08.2020 years/s.
4. In this capacity, you will be located at **Chennai** and will report to **Mr. Pradeep** or any other person nominated by the Matrix Solution. However, your services could be transferred to any other Departments/Divisions of the Company. Notwithstanding your appointment in this company, your services could be reassigned to any other company of the Group.
5. You may also be assigned such other duties at the discretion of the Management in any Branch or office of the Company and/ or its Subsidiaries or Associate Companies.
6. You will be eligible for 18 days leave pro-rated per calendar year. However, leave will be allowed subject to exigencies of work.

7. You will be provided comprehensive Accident/ Medical Health Insurance for you and your spouse.

8. It is clarified that in addition to the above, you will not be entitled to any other benefits.

9. This appointment can be terminated by giving three-month notice on either side or payment in lieu of shortfall in this notice period.

10. You shall observe all rules and regulations of the company.


11. During the tenure of the assignment with the company, you will not engage yourself in any other assignments or gainful employment without consent of the management.

12. You are required to maintain the highest order of secrecy with regards to the work or confidential information of the Company and/ or its subsidiaries or Associate Companies and in case of any breach of trust, your appointment may be terminated by the Company without any notice.

13. The Company lays emphasis on all statutory compliances and you should ensure compliance with various statues in your area of operations.

Kindly sign a copy of this letter in acceptance of the above mentioned terms and conditions and return the same for our records.

Regards


Mr. Raja Ganesh
Group Head-Matrix Solution.



APPOINTMENT LETTER

Dear Divyabarathi S

We refer to our meetings with you. We were impressed with your credentials and enthusiasm, and we are pleased to offer you a position of "QUALITY ANALYST" at Spynest solutions the board terms and conditions of employment of employment are annexed here to annexure I & II with this appointment letter.

We would be delighted if you would join as part of the team, which builds and develops Spynest Solutions and are confident that the relationship will be mutually beneficial. We hope that you will find the terms acceptable. Should you decide to accept this offer, please sign the duplicate copy of annexure I & II enclosed as acceptance of the offer contained herein, and return the same to us at the earliest, your appointment will be effective from the date of your joining the date till this offer will remain valid.

Please feel free to contact us with any queries that you may have at our office telephone members mentioned on the letterhead.

1. You will be governed by the terms and conditions of service applicable as per the rules and regulation governing the association of Spynest Solutions and as set out in this contract including Annexure- I here to.

2. Your Designation and monthly emolument will be as follows

- DESIGNATION : QUALITY ANALYST
- PAY : Rs.6500
(for extending basic benefit and for calculating consequential)
- HRA : Rs.3400 (Assistance for accommodation)
- CONVEYANCE : Rs.550
(allowance paid to enable you to travel from the place of residence to the work place and back)
- OTHER ALLOWANCE : Rs.550

Total : Rs.11000

3. In fixing the totally of your terms and condition of service ,all relevant factors(including the fact there is no system applicable to you for payment of DA, or any allowance/payments of whatever nature linked to the cost of living or any change thereof) have been taken into account and agreed by you.

4. You shall be governed by the standing orders, rules and regulations for the time being in force as applicable to your place of posting.

SPYNEST SOLUTIONS

CORPORATE OFFICE :NO.41,2nd Floor, Nelson Manickam Road,Nungambakkam,Chennai -600 029

Ph :044 3060 9046 | www.spynest.in



5. You will be on probation of 6 month from the date of appointment.

If your conduct and performance in the appointment position is found satisfactory during the period of probation you will be confirmed in your position at the end of the period of the probation through a letter of confirmation. Your probation may be extended in writing either if your conduct or performance fails short of expectations during the initial period of probation. This extension could be for another 3 month if required. In the meantime if your conduct or performance again fails short of expectations yours services will be terminated forthwith without further extension of probation.

6. If you are considered suitable in every aspect by management ,you will be advised in writing regarding your confirmation in employment. In its absence ,your employment shall stand automatically terminated.
7. This offer of probationary employment is subjected to appropriate replies from your referees.

Yours sincerely,
For Spynest Solutions,

Mr. Harish S
Head - HR / L&D

Mr. Vijay Raj M
Managing Director

DECLARATION

I here by declare and affirm that I have carefully read and understood the terms and conditions of probation stated herein, which have been explained to me in a language understood by me, and i accept and undertake to abide by the said terms and conditions

Name : DIVYABARATHI S
Date : 13/06/2018

Employee Signature

SPYNEST SOLUTIONS

CORPORATE OFFICE : NO.41, 2nd Floor, Nelson Manickam Road, Nungambakkam, Chennai - 600 029

Ph : 044 3060 9046 | www.spynest.in



APPOINTMENT LETTER

Dear Gowsalya G

We refer to our meetings with you. We were impressed with your credentials and enthusiasm, and we are pleased to offer you a position of "QUALITY ANALYST" at Spynest solutions the board terms and conditions of employment of employment are annexed here to annexure I & II with this appointment letter.

We would be delighted if you would join as part of the team, which builds and develops Spynest Solutions and are confident that the relationship will be mutually beneficial. We hope that you will find the terms acceptable. Should you decide to accept this offer, please sign the duplicate copy of annexure I & II enclosed as acceptance of the offer contained herein, and return the same to us at the earliest, your appointment will be effective from the date of your joining the date till this offer will remain valid.

Please feel free to contact us with any queries that you may have at our office telephone members mentioned on the letterhead.

1. You will be governed by the terms and conditions of service applicable as per the rules and regulation governing the association of Spynest Solutions and as set out in this contract including Annexure- I here to.

2. Your Designation and monthly emolument will be as follows

- DESIGNATION : QUALITY ANALYST
- PAY : Rs.6500
(for extending basic benefit and for calculating consequential)
- HRA : Rs.3400 (Assistance for accommodation)
- CONVEYANCE : Rs.550
(allowance paid to enable you to travel from the place of residence to the work place and back)
- OTHER ALLOWANCE : Rs.550

Total : Rs.11000

3. In fixing the totally of your terms and condition of service ,all relevant factors(including the fact there is no system applicable to you for payment of DA, or any allowance/payments of whatever nature linked to the cost of living or any change thereof) have been taken into account and agreed by you.

4. You shall be governed by the standing orders, rules and regulations for the time being in force as applicable to your place of posting.

SPYNEST SOLUTIONS

CORPORATE OFFICE :NO.41,2nd Floor, Nelson Manickam Road,Nungambakkam,Chennai -600 029

Ph :044 3060 9046 | www.spynest.in



5. You will be on probation of 6 month from the date of appointment.

If your conduct and performance in the appointment position is found satisfactory during the period of probation you will be confirmed in your position at the end of the period of the probation through a letter of confirmation. Your probation may be extended in writing either if your conduct or performance fails short of expectations during the initial period of probation. This extension could be for another 3 month if required. In the meantime if your conduct or performance again fails short of expectations yours services will be terminated forthwith without further extension of probation.

6. If you are considered suitable in every aspect by management ,you will be advised in writing regarding your confirmation in employment. In its absence ,your employment shall stand automatically terminated.
7. This offer of probationary employment is subjected to appropriate replies from your referees.

Yours sincerely,
For Spynest Solutions,

Mr. Harish S
Head - HR / L&D

Mr. Vijay Raj M
Managing Director

DECLARATION

I here by declare and affirm that I have carefully read and understood the terms and conditions of probation stated herein, which have been explained to me in a language understood by me, and i accept and undertake to abide by the said terms and conditions

Name : GOWSALYA G
Date : 13/06/2018

Employee Signature

SPYNEST SOLUTIONS

CORPORATE OFFICE :NO.41,2nd Floor, Nelson Manickam Road,Nungambakkam,Chennai -600 029

Ph :044 3060 9046 | www.spynest.in



APPOINTMENT LETTER

Dear Oviya S

We refer to our meetings with you. We were impressed with your credentials and enthusiasm, and we are pleased to offer you a position of "QUALITY ANALYST" at Spynest solutions the board terms and conditions of employment of employment are annexed here to annexure I & II with this appointment letter.

We would be delighted if you would join as part of the team, which builds and develops Spynest Solutions and are confident that the relationship will be mutually beneficial. We hope that you will find the terms acceptable. Should you decide to accept this offer, please sign the duplicate copy of annexure I & II enclosed as acceptance of the offer contained herein, and return the same to us at the earliest, your appointment will be effective from the date of your joining the date till this offer will remain valid.

Please feel free to contact us with any queries that you may have at our office telephone members mentioned on the letterhead.

1. You will be governed by the terms and conditions of service applicable as per the rules and regulation governing the association of Spynest Solutions and as set out in this contract including Annexure- I here to.
2. Your Designation and monthly emolument will be as follows

- DESIGNATION : **QUALITY ANALYST**
- PAY : Rs.6500
(for extending basic benefit and for calculating consequential)
- HRA : Rs.3400 (Assistance for accommodation)
- CONVEYANCE : Rs.550
(allowance paid to enable you to travel from the place of residence to the work place and back)
- OTHER ALLOWANCE : Rs.550

Total : Rs.11000

3. In fixing the totally of your terms and condition of service ,all relevant factors(including the fact there is no system applicable to you for payment of DA, or any allowance/payments of whatever nature linked to the cost of living or any change thereof) have been taken into account and agreed by you.
4. You shall be governed by the standing orders, rules and regulations for the time being in force as applicable to your place of posting.

SPYNEST SOLUTIONS

CORPORATE OFFICE :NO.41,2nd Floor, Nelson Manickam Road,Nungambakkam,Chennai -600 029

Ph :044 3060 9046 | www.spynest.in



5. You will be on probation of 6 month from the date of appointment.

If your conduct and performance in the appointment position is found satisfactory during the period of probation you will be confirmed in your position at the end of the period of the probation through a letter of confirmation. Your probation may be extended in writing either if your conduct or performance fails short of expectations during the initial period of probation. This extension could be for another 3 month if required. In the meantime if your conduct or performance again fails short of expectations yours services will be terminated forthwith without further extension of probation.

6. If you are considered suitable in every aspect by management ,you will be advised in writing regarding your confirmation in employment. In its absence ,your employment shall stand automatically terminated.
7. This offer of probationary employment is subjected to appropriate replies from your referees.

Yours sincerely,
For Spynest Solutions,

Mr. Harish S
Head - HR / L&D

Mr. Vijay Raj M
Managing Director

DECLARATION

I here by declare and affirm that I have carefully read and understood the terms and conditions of probation stated herein, which have been explained to me in a language understood by me, and i accept and undertake to abide by the said terms and conditions

Name : OVIYA S
Date : 13/06/2018

S. Oviya
Employee Signature

SPYNEST SOLUTIONS

CORPORATE OFFICE :NO.41,2nd Floor, Nelson Manickam Road,Nungambakkam,Chennai -600 029

Ph :044 3060 9046 | www.spynest.in

CADD LEADER™

Ref No: CADD/2018/EGS/02

06.04.2018

Appointment Letter

Dear Mr. Hari Raja

We take pleasure to welcome you to the CADD LEADER Family!!

With reference to your application by Placement cell of E.G.S.Pillay Engineering College and subsequent telephonic interviews were held on various days. We are pleased to offer you employment in our organization as **AUTOCAD TRAINEE**; in the future, based on the business exigencies the position may be transferrable to any other location of the company Your employment commencement would be with effect from **2nd July 2018** on the following terms and

Conditions:

1. You shall be employed with our company as an **AUTOCAD TRAINEE**.
2. The compensation benefit to this offer will be paid salary of **Rs.130000/-** per annum.
3. You will report to **Mr S.Anath Kumar Head - Designing Department at CADD LEADER**.
4. You are expected to maintain a high standard of conduct and excellence in your assignments.
5. You shall discharge your duties and responsibility faithfully and do the best of your ability and talent.
6. Unauthorized absence will lead to discontinuance of service which will be treated on par with disciplinary action and necessary action will be taken by the company against you.
7. Post confirmation, if you wish to discontinue your services you'd have to serve the notice period of two months or pay equivalent two month's salary. No notice is necessary for the event of termination by the company on account of misconduct
8. You will be required to execute an Employee Undertaking and other related agreements, as a part of the terms and conditions of your employment with our company.
9. The certificates and the documents produced by you will be subjected to verifications and in case of any discrepancies found during the scrutiny of the documents, the offer extended by the Company shall stand automatically withdrawn.

CADDTM LEADER

Compensation Details

Compensation Elements	Per Annum(Rs)
Basic Salary	65000
House rent allowance	32500
Other Benefits	32500
Sub Total	130000
<i>Deductions</i>	
PF	7800
ESI	2400
TOTAL	1,19,800/-

We wish you all the very best and a hearty welcome you to our Company. Please sign and return a copy of this letter to the management as an acknowledgement of your agreement to the terms mentioned above.

Thanks & Regards



For CADD Leader



Ref No: CADD/2018/EGS/03

06.04.2018

Appointment Letter

Dear Mr. Karthkeyan M

We take pleasure to welcome you to the CADD LEADER Family!!

With reference to your application by Placement cell of E.G.S.Pillay Engineering College and subsequent telephonic interviews were held on various days. We are pleased to offer you employment in our organization as **AUTOCAD TRAINEE**; in the future, based on the business exigencies the position may be transferrable to any other location of the company Your employment commencement would be with effect from **2nd July 2018** on the following terms and

Conditions:

1. You shall be employed with our company as an **AUTOCAD TRAINEE**.
2. The compensation benefit to this offer will be paid salary of **Rs.130000/-** per annum.
3. You will report to **Mr S.Anath Kumar Head - Designing Department at CADD LEADER**.
4. You are expected to maintain a high standard of conduct and excellence in your assignments.
5. You shall discharge your duties and responsibility faithfully and do the best of your ability and talent.
6. Unauthorized absence will lead to discontinuance of service which will be treated on par with disciplinary action and necessary action will be taken by the company against you.
7. Post confirmation, if you wish to discontinue your services you'd have to serve the notice period of two months or pay equivalent two month's salary. No notice is necessary for the event of termination by the company on account of misconduct
8. You will be required to execute an Employee Undertaking and other related agreements, as a part of the terms and conditions of your employment with our company.
9. The certificates and the documents produced by you will be subjected to verifications and in case of any discrepancies found during the scrutiny of the documents, the offer extended by the Company shall stand automatically withdrawn.

CADD LEADER™

Compensation Details

Compensation Elements	Per Annum(Rs)
Basic Salary	65000
House rent allowance	32500
Other Benefits	32500
Sub Total	130000
<i>Deductions</i>	
PF	7800
ESI	2400
TOTAL	1,19,800/-

We wish you all the very best and a hearty welcome you to our Company. Please sign and return a copy of this letter to the management as an acknowledgement of your agreement to the terms mentioned above.

Thanks & Regards



For CADD Leader



Ref No: CADD/2018/EGS/04

06.04.2018

Appointment Letter

Dear Mr. Vignesh R

We take pleasure to welcome you to the CADD LEADER Family!!

With reference to your application by Placement cell of E.G.S.Pillay Engineering College and subsequent telephonic interviews were held on various days. We are pleased to offer you employment in our organization as **AUTOCAD TRAINEE**; in the future, based on the business exigencies the position may be transferrable to any other location of the company Your employment commencement would be with effect from **2nd July 2018** on the following terms and

Conditions:

1. You shall be employed with our company as an **AUTOCAD TRAINEE**.
2. The compensation benefit to this offer will be paid salary of **Rs.130000/-** per annum.
3. You will report to **Mr S.Anath Kumar Head - Designing Department at CADD LEADER**.
4. You are expected to maintain a high standard of conduct and excellence in your assignments.
5. You shall discharge your duties and responsibility faithfully and do the best of your ability and talent.
6. Unauthorized absence will lead to discontinuance of service which will be treated on par with disciplinary action and necessary action will be taken by the company against you.
7. Post confirmation, if you wish to discontinue your services you'd have to serve the notice period of two months or pay equivalent two month's salary. No notice is necessary for the event of termination by the company on account of misconduct
8. You will be required to execute an Employee Undertaking and other related agreements, as a part of the terms and conditions of your employment with our company.
9. The certificates and the documents produced by you will be subjected to verifications and in case of any discrepancies found during the scrutiny of the documents, the offer extended by the Company shall stand automatically withdrawn.

CADDTM LEADER

Compensation Details

Compensation Elements	Per Annum(Rs)
Basic Salary	65000
House rent allowance	32500
Other Benefits	32500
Sub Total	130000
<i>Deductions</i>	
PF	7800
ESI	2400
TOTAL	1,19,800/-

We wish you all the very best and a hearty welcome you to our Company. Please sign and return a copy of this letter to the management as an acknowledgement of your agreement to the terms mentioned above.

Thanks & Regards



A handwritten signature in black ink, appearing to read "R. J. Johnson".

For CADD Leader



Ref No: CADD/2018/EGS/05

06.04.2018

Appointment Letter

Dear Mr. Dinesh.T

We take pleasure to welcome you to the CADD LEADER Family!!

With reference to your application by Placement cell of E.G.S.Pillay Engineering College and subsequent telephonic interviews were held on various days. We are pleased to offer you employment in our organization as **AUTOCAD TRAINEE**; in the future, based on the business exigencies the position may be transferrable to any other location of the company Your employment commencement would be with effect from **2st July 2018** on the following terms and

Conditions:

1. You shall be employed with our company as an **AUTOCAD TRAINEE**.
2. The compensation benefit to this offer will be paid salary of **Rs.130000/-** per annum.
3. You will report to **Mr S.Anath Kumar Head - Designing Department at CADD LEADER**.
4. You are expected to maintain a high standard of conduct and excellence in your assignments.
5. You shall discharge your duties and responsibility faithfully and do the best of your ability and talent.
6. Unauthorized absence will lead to discontinuance of service which will be treated on par with disciplinary action and necessary action will be taken by the company against you.
7. Post confirmation, if you wish to discontinue your services you'd have to serve the notice period of two months or pay equivalent two month's salary. No notice is necessary for the event of termination by the company on account of misconduct
8. You will be required to execute an Employee Undertaking and other related agreements, as a part of the terms and conditions of your employment with our company.
9. The certificates and the documents produced by you will be subjected to verifications and in case of any discrepancies found during the scrutiny of the documents, the offer extended by the Company shall stand automatically withdrawn.

CADDTM LEADER

Compensation Details

Compensation Elements	Per Annum(Rs)
Basic Salary	65000
House rent allowance	32500
Other Benefits	32500
Sub Total	130000
<i>Deductions</i>	
PF	7800
ESI	2400
TOTAL	1,19,800/-

We wish you all the very best and a hearty welcome you to our Company. Please sign and return a copy of this letter to the management as an acknowledgement of your agreement to the terms mentioned above.

Thanks & Regards



For CADD Leader

CADD LEADER™

Ref No: CADD/2018/EGS/06

06.04.2018

Appointment Letter

Dear Mr. Tamilselvan R

We take pleasure to welcome you to the CADD LEADER Family!!

With reference to your application by Placement cell of E.G.S.Pillay Engineering College and subsequent telephonic interviews were held on various days. We are pleased to offer you employment in our organization as **AUTOCAD TRAINEE**; in the future, based on the business exigencies the position may be transferrable to any other location of the company Your employment commencement would be with effect from **2st July 2018** on the following terms and

Conditions:

1. You shall be employed with our company as an **AUTOCAD TRAINEE**.
2. The compensation benefit to this offer will be paid salary of **Rs.130000/-** per annum.
3. You will report to **Mr S.Anath Kumar Head - Designing Department at CADD LEADER**.
4. You are expected to maintain a high standard of conduct and excellence in your assignments.
5. You shall discharge your duties and responsibility faithfully and do the best of your ability and talent.
6. Unauthorized absence will lead to discontinuance of service which will be treated on par with disciplinary action and necessary action will be taken by the company against you.
7. Post confirmation, if you wish to discontinue your services you'd have to serve the notice period of two months or pay equivalent two month's salary. No notice is necessary for the event of termination by the company on account of misconduct
8. You will be required to execute an Employee Undertaking and other related agreements, as a part of the terms and conditions of your employment with our company.
9. The certificates and the documents produced by you will be subjected to verifications and in case of any discrepancies found during the scrutiny of the documents, the offer extended by the Company shall stand automatically withdrawn.

CADDTM LEADER

Compensation Details

Compensation Elements	Per Annum(Rs)
Basic Salary	65000
House rent allowance	32500
Other Benefits	32500
Sub Total	130000
<i>Deductions</i>	
PF	7800
ESI	2400
TOTAL	1,19,800/-

We wish you all the very best and a hearty welcome you to our Company. Please sign and return a copy of this letter to the management as an acknowledgement of your agreement to the terms mentioned above.

Thanks & Regards



A handwritten signature in black ink, appearing to read "P. J. Johnson".

For CADD Leader



Ref No: CADD/2018/EGS/07

06.04.2018

Appointment Letter

Dear Mr. Vigneshwaran D

We take pleasure to welcome you to the CADD LEADER Family!!

With reference to your application by Placement cell of E.G.S.Pillay Engineering College and subsequent telephonic interviews were held on various days. We are pleased to offer you employment in our organization as **AUTOCAD TRAINEE**; in the future, based on the business exigencies the position may be transferrable to any other location of the company Your employment commencement would be with effect from **2st July 2018** on the following terms and

Conditions:

1. You shall be employed with our company as an **AUTOCAD TRAINEE**.
2. The compensation benefit to this offer will be paid salary of **Rs.130000/-** per annum.
3. You will report to **Mr S.Anath Kumar Head - Designing Department at CADD LEADER**.
4. You are expected to maintain a high standard of conduct and excellence in your assignments.
5. You shall discharge your duties and responsibility faithfully and do the best of your ability and talent.
6. Unauthorized absence will lead to discontinuance of service which will be treated on par with disciplinary action and necessary action will be taken by the company against you.
7. Post confirmation, if you wish to discontinue your services you'd have to serve the notice period of two months or pay equivalent two month's salary. No notice is necessary for the event of termination by the company on account of misconduct
8. You will be required to execute an Employee Undertaking and other related agreements, as a part of the terms and conditions of your employment with our company.
9. The certificates and the documents produced by you will be subjected to verifications and in case of any discrepancies found during the scrutiny of the documents, the offer extended by the Company shall stand automatically withdrawn.

CADD LEADER™

Compensation Details

Compensation Elements	Per Annum(Rs)
Basic Salary	65000
House rent allowance	32500
Other Benefits	32500
Sub Total	130000
<i>Deductions</i> *	
PF	7800
ESI	2400
TOTAL	1,19,800/-

We wish you all the very best and a hearty welcome you to our Company. Please sign and return a copy of this letter to the management as an acknowledgement of your agreement to the terms mentioned above.

Thanks & Regards



For CADD Leader

2017-2018



OCEAN

DELIVERING DREAMS

Water Conservation | Water | Wastewater

PERSONAL AND CONFIDENTIAL

Letter dated: 23-07-2018

Mr. VIVEK.R

No: 284/2, TheyurSalai Thiru,

Keeranoor, Nannilam,

Thiruvavur - 609403

Dear Mr. VIVEK.R

With reference to your application and subsequent interviews, we are pleased to offer you appointment as Project Co-ordinator - Project in our company.

You will be entitled for a CTC Pay of Rs. 11,545/- Per Month (Rupees Eleven Thousand(s) Five Hundred(s) & Forty Five only). You will initially be on probation for a period of 12 months during which your performance will be reviewed and assessed. If your performance is found unsatisfactory, your probation may be extended by the management at its discretion or your services will be terminated. At the end of your probation period, your services with the company will be confirmed subject to your performance and meeting the requisite standards. Until issued a confirmation letter, you shall continue to be on probation. During the period of probation the management may terminate this contract giving 15 days notice in writing or payment of 15 days salary in lieu thereof. The management reserves the right to extend or terminate the services during probation without assigning any reason.

Your employment is effective from the date of your joining and you will be posted at Chennai. You are required to perform your services at any other location, if found necessary and coordinate work as per the requirement and be responsible for them.

This offer of Appointment is subject to the following:

- You should send your confirmation of acceptance to this offer within 3 days
- You should join the services of the Company latest by 23-07-2018.
- You should submit relieving documents from your present employer, certificates and other testimonials at the time of joining.
- Your character antecedents / references checks being found satisfactory in all respects.
- If your appointment will be confirmed, you should serve to the Company minimum of 3 (Three) Years.

It is an express condition that you shall not, without express permission, under take or be connected any other business, part time or other work or public office on payment or otherwise on your own or on behalf of anyone else. In the event of breach of this condition you will be liable for termination of your service with immediate effect.

Ocean Lifespaces India Private Limited

An ISO 9001:2015 Certified Company & Member of CIPET

ISO 9001:2015, ISO 14001:2015 and OHSAS 18001:2007

MAF 3 Industrial Estate, CIPET Hostel Road, Gundy, Chennai - 600022

Date: 06.1.2018

LETTER OF INTENT

 Dear G. BHUVANESHWARI

Congratulations!!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

 Designation: - CRO Level:- DS1 Process Name: DSL

Please bring along the following documents:

1. Updated copy of the resume.
2. 6 Passport size photographs with white background.
3. Photo ID proof. (Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th & Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

Proposed salary: - Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note:→ Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.

→No Professional tax applicable for salary range less than INR 15000.

I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

 Name of the Employee:- G. Bhuvaneshwari

 Signature:- G. Bhuvaneshwari

 Recruiter Name & Sign.:- M. Senthil Kumar

 Date:- 07.04.18

 Contact Number:-08951227701


Please note that this LOI is subjected to review and change as per company HR policies.

Date: 06.01.2018

LETTER OF INTENT

Dear S. Divyalakshmi

Congratulations!!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

Designation: - CRO Level:- DS1 Process Name: DSL

Please bring along the following documents:

1. Updated copy of the resume.
2. 6 Passport size photographs with white background.
3. Photo ID proof. (Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th & Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

Proposed salary: - Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note:→ Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.

→No Professional tax applicable for salary range less than INR 15000.

I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: - S. Divyalakshmi

Signature: - S. Divyalakshmi

Recruiter Name & Sign.: - M. Senthil Kumar

Date: - 16.4.18

Contact Number:-08951227701

M. Senthil

Please note that this LOI is subjected to review and change as per company HR policies.

Date: 06/11/2018

LETTER OF INTENT

Dear K. HEMAVATHI

Congratulations!!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

Designation: - CRO Level:- DS1 Process Name: DSL

Please bring along the following documents:

1. Updated copy of the resume.
2. 6 Passport size photographs with white background.
3. Photo ID proof. (Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th & Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

Proposed salary: - Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note:→ Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.

→No Professional tax applicable for salary range less than INR 15000.

I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: - K. Hemavathi

Signature: - [Signature]

Recruiter Name & Sign.: - M. Senthil Kumar

Date: - 8/3/2018

Contact Number:-08951227701

[Signature]

Please note that this LOI is subjected to review and change as per company HR policies.

Date: 06/01/2018

LETTER OF INTENT

Dear S. JENIFER

Congratulations!!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

Designation:- CRO Level:- DS1 Process Name: DSL

Please bring along the following documents:

1. Updated copy of the resume.
2. 6 Passport size photographs with white background.
3. Photo ID proof. (Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th & Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

Proposed salary: - Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note: → Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.
 → No Professional tax applicable for salary range less than INR 15000.

I hereby declare that i have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: - S. Jenifer

Signature: - S. Jenifer

Date: - 14/03/2018

Recruiter Name & Sign.: - M. Senthil Kumar

Contact Number:-08951227701

M. Senthil

Please note that this LOI is subjected to review and change as per company HR policies.

Date: 06/11/2018

LETTER OF INTENT

Dear V. KALAVANI

Congratulations!!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

Designation: - CRO Level:- DS1 Process Name: DSL

Please bring along the following documents:

1. Updated copy of the resume.
2. 6 Passport size photographs with white background.
3. Photo ID proof. (Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th & Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

Proposed salary: - Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note:→ Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.

→No Professional tax applicable for salary range less than INR 15000.

I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: - V. KALAVANI

Signature: - V. Kalvani

Recruiter Name & Sign.: - M. Senthil Kumar

Date: - 13.03.18

Contact Number:-08951227701

M. Senthil

Please note that this LOI is subjected to review and change as per company HR policies.

Date: 06-01-2018

LETTER OF INTENT

Dear R. Malarvizhi

Congratulations!!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

Designation: - CRO Level:- DS1 Process Name: DSL

Please bring along the following documents:

1. Updated copy of the resume.
2. 6 Passport size photographs with white background.
3. Photo ID proof. (Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th & Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

Proposed salary: - Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note:→ Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.

→No Professional tax applicable for salary range less than INR 15000.

I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: - Malarvizhi - R.

Signature: - R. Malarvizhi

Recruiter Name & Sign.:- M. Senthil Kumar

Date: - 6.1.18

Contact Number:-08951227701

M. Senthil

Please note that this LOI is subjected to review and change as per company HR policies.

Date: 06.01.2018

LETTER OF INTENT

Dear M. Nanthini

Congratulations!!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

Designation: - CRO Level:- DS1 Process Name: DSL

Please bring along the following documents:

1. Updated copy of the resume.
2. 6 Passport size photographs with white background.
3. Photo ID proof. (Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th & Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

Proposed salary: - Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note:→ Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.

→No Professional tax applicable for salary range less than INR 15000.

I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee:- M. Nanthini

Signature:- M. Nanthini

Recruiter Name & Sign.:- M. Senthil Kumar

Date:- 23.3.2018

Contact Number:-08951227701

M. Senthil

Please note that this LOI is subjected to review and change as per company HR policies.

Date: 06/01/2018

LETTER OF INTENT

Dear R. NITHYA

Congratulations!!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

Designation: - CRO Level:- DS1 Process Name: DSL

Please bring along the following documents:

1. Updated copy of the resume.
2. 6 Passport size photographs with white background.
3. Photo ID proof. (Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th & Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

Proposed salary: - Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note:→ Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.

→No Professional tax applicable for salary range less than INR 15000.

I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: - R. Nithya

Signature: - Nithya R

Date: - 16/1/18

Recruiter Name & Sign.: - **M. Senthil Kumar**

Contact Number:-08951227701

M. Senthil

Please note that this LOI is subjected to review and change as per company HR policies.

Date: 06/11/2018

LETTER OF INTENT

Dear R. RATHIGA PRIYA

Congratulations!!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

Designation: - CRO Level:- DS1 Process Name: DSL

Please bring along the following documents:

1. Updated copy of the resume.
2. 6 Passport size photographs with white background.
3. Photo ID proof.(Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th& Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

Proposed salary: - Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note:-> Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.

->No Professional tax applicable for salary range less than INR 15000.

I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: - R. Rathigapriya

Signature: - R. Rathigapriya

Recruiter Name & Sign.: - M. Senthil Kumar

Date: - 23-3-18

Contact Number:-08951227701

M. Senthil Kumar

Please note that this LOI is subjected to review and change as per company HR policies.

Date: 06/01/18

LETTER OF INTENT

Dear S. SHANMUGANANDHAM

Congratulations!!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

Designation: - CRO Level:- DS1 Process Name: DSL

Please bring along the following documents:

1. Updated copy of the resume.
2. 6 Passport size photographs with white background.
3. Photo ID proof.(Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th & Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

Proposed salary: - Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note:→ Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.

→No Professional tax applicable for salary range less than INR 15000.

I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: - S. SHANMUGANANDHAM

Signature: - S. Shanmuganandham

Recruiter Name & Sign.:- M. Senthil Kumar

Date: - 6.1.2018

Contact Number:-08951227701

M. Senthil

Please note that this LOI is subjected to review and change as per company HR policies.

Date: 06/1/2018LETTER OF INTENTDear B. SHANTHI

Congratulations!!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

Designation: - CRO Level:- DS1 Process Name: DSL

Please bring along the following documents:

1. Updated copy of the resume.
2. 6 Passport size photographs with white background.
3. Photo ID proof. (Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th & Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

Proposed salary: - Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note:→ Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.

→No Professional tax applicable for salary range less than INR 15000.

I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: - B. SHANTHISignature: - B. Shanthi

Recruiter Name & Sign.: - M. Senthil Kumar

Date: - 19/3/2018

Contact Number:-08951227701

M. Senthil Kumar

Please note that this LOI is subjected to review and change as per company HR policies.

Date: 06/11/2018

LETTER OF INTENT

Dear G. SONU

Congratulations!!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

Designation: - CRO Level:- DS1 Process Name: DSL

Please bring along the following documents:

1. Updated copy of the resume.
2. 6 Passport size photographs with white background.
3. Photo ID proof. (Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th & Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

Proposed salary: - Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note:→ Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.

→ No Professional tax applicable for salary range less than INR 15000.

I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: - G. SONU

Signature: - G. Sonu

Date: - 11-11-2018

Recruiter Name & Sign.: - M. Senthil Kumar

Contact Number:- 08951227701

M. Senthil Kumar

Please note that this LOI is subjected to review and change as per company HR policies.

Date: 06/11/2018

LETTER OF INTENT

Dear U. SUGANYA

Congratulations!!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

Designation: - CRO Level:- DS1 Process Name: DSL

Please bring along the following documents:

1. Updated copy of the resume.
2. 6 Passport size photographs with white background.
3. Photo ID proof. (Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th & Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

Proposed salary: - Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note: → Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.

→ No Professional tax applicable for salary range less than INR 15000.

I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: - U. SUGANYA

Signature: - U. Suganya

Recruiter Name & Sign.: - M. Senthil Kumar

Date: - 4.4.2018

Contact Number:-08951227701

M. Senthil Kumar

Please note that this LOI is subjected to review and change as per company HR policies.

Date: 06/1/2018LETTER OF INTENTDear S. VIJAYALAKSHMI

Congratulations!!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

Designation: - CRO Level:- DS1 Process Name: DSL

Please bring along the following documents:

1. Updated copy of the resume.
2. 6 Passport size photographs with white background.
3. Photo ID proof. (Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th & Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

Proposed salary: - Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note:→ Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.

→No Professional tax applicable for salary range less than INR 15000.

I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: - S. VIJAYALAKSHMISignature: - S. Vijayalakshmi

Recruiter Name & Sign.: - M. Senthil Kumar

Date: - 31/1/2018

Contact Number:-08951227701

M. Senthil Kumar

Please note that this LOI is subjected to review and change as per company HR policies.

Date: 06/11/2018

LETTER OF INTENT

Dear V. DHARANI

Congratulations!!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

Designation: - CRO Level:- DS1 Process Name: DSL

Please bring along the following documents:

1. Updated copy of the resume.
2. 6 Passport size photographs with white background.
3. Photo ID proof.(Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th& Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

Proposed salary: - Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note:→ Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.

→No Professional tax applicable for salary range less than INR 15000.

I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: - V. Dharani

Signature: - V. Dharani

Recruiter Name & Sign.: - M. Senthil Kumar

Date: - 23.3.18

Contact Number:-08951227701

M. Senthil Kumar

Please note that this LOI is subjected to review and change as per company HR policies.

: 06/01/18

LETTER OF INTENT

T. SATHIYAMOORTHY

Congratulations!!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit the required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

Location: - CRO Level:- DS1 Process Name: DSL

bring along the following documents:

- 1. Updated copy of the resume.
- 2. Passport size photographs with white background.
- 3. ID proof. (Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full-date of birth)
- 4. Address Proof
- 5. 10th, 12th & Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Diploma Certificate.
- 6. Aadhar Card.
- 7. Previous employment service/experience letters.

Salary: - Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Gross	INR. 9095/-
Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.
Professional tax applicable for salary range less than INR 15000.
I have clearly understood the above mentioned aspects regarding my job.

Employee: - T. Sathiyamoorthy

T. Sathiyamoorthy

Recruiter Name & Sign.: - M. Senthil Kumar

Contact Number: - 08951227701

10-1-2018

M. Senthil

This LOI is subjected to review and change as per company HR policies.

Date: 06/01/18

LETTER OF INTENT

 Dear P. SANTHOSH KUMAR

Congratulations!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

 Designation: - CRO Level:- DS1 Process Name: DSL

Please bring along the following documents:

1. Updated copy of the resume.
2. 6 Passport size photographs with white background.
3. Photo ID Proof. (Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th & Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

Proposed salary:- Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note:→ Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.

→No Professional tax applicable for salary range less than INR 15000.

I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: -

 Signature: - 

Recruiter Name & Sign.:- M. Senthil Kumar

Date: -

Contact Number:-08951227701



Date: 06/01/18

LETTER OF INTENT

Dear D: ANU VELAYKANNI

Congratulations!!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

Designation: - CRO Level:- DS1 Process Name: DSL

Please bring along the following documents:

1. Updated copy of the resume.
2. 6 Passport size photographs with white background.
3. Photo ID proof. (Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th & Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

Proposed salary: - Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note: → Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.

→ No Professional tax applicable for salary range less than INR 15000.

I hereby declare that I have clearly understood the above mentioned aspects regarding my Job.

Name of the Employee: -

Signature: - *[Handwritten Signature]*

Recruiter Name & Sign.: - M. Senthil Kumar

Date: -

Contact Number:- 08951227701

[Handwritten Signature]

Date: 06/01/18

LETTER OF INTENT

 Dear V. LAVANYA

Congratulations!!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

 Designation: - CRO Level:- DS1 Process Name: DSL

Please bring along the following documents:

1. Updated copy of the resume.
2. 6 Passport size photographs with white background.
3. Photo ID proof. (Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th & Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

Proposed salary: - Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

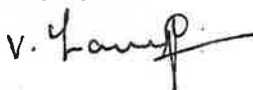
Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note:→ Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.

→No Professional tax applicable for salary range less than INR 15000.

I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: -

 Signature: - 

Recruiter Name & Sign.: - M. Senthil Kumar

Date: -

Contact Number:-08951227701



Please note that this LOI is subjected to review and change as per company HR policies.

Date: 06/01/18

LETTER OF INTENT

Dear M. MONISHA

Congratulations!!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

Designation: - CRO Level:- DS1 Process Name: DSL

Please bring along the following documents:

1. Updated copy of the resume.
2. 6 Passport size photographs with white background.
3. Photo ID proof. (Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th & Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

Proposed salary: Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note:→ Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.

→No Professional tax applicable for salary range less than INR 15000.

I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: -

Signature: - M. Monisha

Recruiter Name & Sign.:- M. Senthil Kumar

Date: -

Contact Number:-08951227701

M. Senthil



Date: 06/01/18

LETTER OF INTENT

Dear SATHISH T

Congratulations!!!

We are pleased to inform you that you have been short listed for an offered employment with HGS. We request you submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

Designation: - CRO Level: - DS1 Process Name: DSL

Please bring along the following documents:

1. Updated copy of the resume.
2. 2 recent size photographs with white background.
3. Photo ID Proof: (Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th & Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

Proposed Salary: Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note: → Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.

→ No Professional tax applicable for salary range less than INR 15000.

I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: Sathish T

Date: 06/01/18

LETTER OF INTENT

Dear SUDARSHAN S

Congratulations!!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

Designation: - CRO Level:- DS1 Process Name: DSL

Please bring along the following documents:

1. Updated copy of the resume.
2. 6 Passport size photographs with white background.
3. Photo ID Proof: (Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th & Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

Proposed salary: Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note:→ Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.

→ No Professional tax applicable for salary range less than INR 15000.

I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: -

Signature: - 

Recruiter Name & Sign.:- M. Senthil Kumar



BCS/2018/TEX/124
09.04.2018

Dear Mr. /Ms. S.PRADEEPAN

With reference to your application and the subsequent interview you had with us for a career with our company, we are pleased to offer you an appointment for the post of **Software Trainee** in our organization with effect from the date of joining. The company will expect you to work with high standard of initiative, efficiency and ethics.

Your date of reporting will be 14.05.2018.

Terms and Conditions:

Salary and other Benefits:

Your salary Package will be 1.68L Per annum, it's depend upon your work performance.

Important: The company information is confidential. As a company policy, we prohibit sharing this information with other employees or unauthorized personnel. Company will treat any violation of this as serious matter.

***Termination:**

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 of the term 'Misconduct' in case of reasonable suspicion of misconduct, disloyalty, commission of any act involving moral turpitude, any act of discipline or inefficiency as compared to other employee or lower performance as compared to other employee.

Please sign the duplicate copy of this letter in token of your acceptance of the above terms and conditions on receipt of this letter.

For BLUECHIP SOLUTIONS

HR MANAGER



9001:2015
CERTIFIED COMPANY

NASSCOM
Member



Date: 26th September 2017

Mr K.MOHAMED ISMAIL
D.NO:17-A YUSUF NAINA STREET,
NAGORE,
NAGAPATTINAM -611002.

Dear Mr K.Mohamed Ismail,

With reference to the discussion that we had with you, we are pleased to appoint you as 'Software Developer Trainee' in UNIQ TECHNOLOGIES. Your place of training will be Chennai.

Your Annual Total Compensation will be Rs. 1,20,000/- This includes all incentives and PF from company if any. This amount may vary, depending on company's performance and your performance.

Your appointment will be governed by the terms and conditions of company's employment rules. You will also be governed by the rules and regulations 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.

We look forward to your joining us. Please do not hesitate to call us for information you may need.

Yours Sincerely,

Manager – Human Resources

I accept this offer on terms and conditions and shall report to work on 02/07/2018. (tentative date – if any changes we will contact you further)

Signature : K. Ismail
NAME : K. Mohamed Ismail

Transfer

1. You are liable to be transferred to any place at the discretion of the management without assigning any reason.
2. You are liable to be transferred to any unit/undertaking or establishment/division/department/branch... of the company or to any other group company at the sole discretion of the management and you shall perform such duties as may be applicable in the transferee division/department/firm/company etc.

Performance Review

1. Annual performance reviews of all staff members are carried out in April for every year. Accordingly, your next increment will be calculated once you complete the training and successful completion of the bond period. Your annual increment and further advancement shall depend upon your satisfactory performance.

Secrecy

1. You shall keep the secrets of the company & its parent, subsidiary or associated companies and shall not either during your employment hereunder or at any time after the termination thereof divulge any matter or things relating to the business or interest of the company or its parent or subsidiary or associated companies to any unauthorized person or utilize any secret or confidential knowledge or information acquired in consequence of service hereunder to the detriment or prejudice of the company or its parent or subsidiary companies or for your personal use or benefit or for making any financial or personal gain there from.
2. You shall also be deemed to be have undertaken not to utilize any trade information or technical know-how or other industrial property rights of the company and its parents, subsidiary or associated companies, for your personal use of benefit or in any manner prejudicial to the interest of the company during or after termination of your employment.
3. You shall also keep the secrets of any company, firm or person with whom company or its parent, subsidiary or associated companies may at any time during the continuance of your employment be in commercial or technical co-operation or association and you shall hereby expressly bind yourself all the time in both during and after the termination of your employment not to divulge any matter or things related to the business or interest of any such company, firm or to any unauthorized person and not to utilize any secret or confidential



9001:2015
CERTIFIED COMPANY

NASSCOM
Member



Other rules & regulations

1. You shall devote your whole time and attention to the work of the company and shall not engage in or occupy yourself with any other work or take up the services of any other company concern or carry on any business on your own accord.
2. Your designation, place of posting, assignment of duties, job content, etc, are liable to change from time to time at the discretion of the management.
3. In case of your leaving the job or termination of the same in any way, your final accounts including terminal or retrial benefits can only be settled after you handover the charge to the person nominated by the company and deliver to him all documents, correspondence, information, notices, goods, stored, property, money and other various materials supplied to you by the company in the proper way suggested by us, failing this, the company shall have the right to withhold the payment of your final dues.
4. The management may at its discretion consider re-organization of the salary structure and other service conditions of the employees on the basis that the earlier gross emoluments earned by the employee are protected.
5. That the address given by you in your application will be deemed to be your correct address. In case of any change, you would inform the management within 24 hours in writing of such a change. Any communication sent to you at your latest known address will amount to a due notice to you.

I accept the terms and conditions of the offer of appointment.

Signature : K. Bimal

Full Name : K. Mohamed Bimal

Date : 26-09-2017

Appointment Letter

19th May 2016

To

Ms. Kaviyarasi
NO.16, Matha Kovil Street,
Vellamandapam,
Nannilam.

Dear Ms. Kaviyarasi,

With reference to your application and subsequent interview with us, we are pleased to appoint you as **Data Analyst** in our organization on the following terms and conditions.

Date of Joining: You have joined us on 16th June 2016. **Salary:** Your Annual Total Employment Cost to the company would be 1,08,000 (One Lakh Eight thousand rupees only) the details of which is been given in the Annexure attached below.

Place/Transfer: Your present place of work will be at **Kollumangudi- Thiruvarur District**, but during the course of the service, you shall be **liable to be posted / transferred** anywhere to serve any of the Company's Projects or any other establishment in India or outside, at the sole discretion of the Management.

Probation/Confirmation: You will be on a Probation period for the Six months. Based on your performance your services will be confirmed with the company in written after six months. During the probation period your services can be terminated with seven days' notice on either side and without any reasons whatever. If your services are found satisfactory during the probation period, you will be confirmed in the present position and thereafter your services can be terminated on one month's notice on either side. Absence for a continuous period of ten days without prior approval of your superior, (including overstay on leave / training) would result in your losing your lien on the service and the same shall automatically come to an end without any notice or intimation.

Leave: You will be eligible to the benefits of the Company's Leave Rules on your confirmation in the Company's Service. During the period of your employment with the Company, you will devote full time to the work of the Company. Further, you will not take up any other employment or assignment or any office, honorary or for any consideration, in cash or in kind or otherwise, without the prior written permission of the Company.

Appointment Letter

19th May 2016

To

Ms. Padma
Plot no.76, school street,
Opp to Govt Hr. Sec. School,
Peralam.

Dear Ms. Padma,

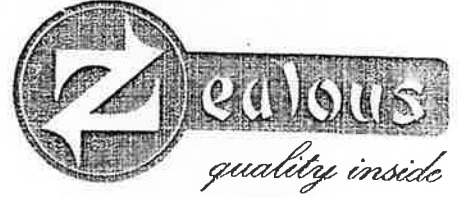
With reference to your application and subsequent interview with us, we are pleased to appoint you as **Data Analyst** in our organization on the following terms and conditions.

Date of Joining: You have joined us on 16th June 2016. **Salary:** Your Annual Total Employment Cost to the company would be 1,08,000 (One Lakh Eight thousand rupees only) the details of which is been given in the Annexure attached below.

Place/Transfer: Your present place of work will be at **Kollumangudi- Thiruvarur District**, but during the course of the service, you shall be liable to be posted / transferred anywhere to serve any of the Company's Projects or any other establishment in India or outside, at the sole discretion of the Management.

Probation/Confirmation: You will be on a Probation period for the Six months. Based on your performance your services will be confirmed with the company in written after six months. During the probation period your services can be terminated with seven days' notice on either side and without any reasons whatever. If your services are found satisfactory during the probation period, you will be confirmed in the present position and thereafter your services can be terminated on one month's notice on either side. Absence for a continuous period of ten days without prior approval of your superior, (including overstay on leave / training) would result in your losing your lien on the service and the same shall automatically come to an end without any notice or intimation.

Leave: You will be eligible to the benefits of the Company's Leave Rules on your confirmation in the Company's Service. During the period of your employment with the Company, you will devote full time to the work of the Company. Further, you will not take up any other employment or assignment or any office, honorary or for any consideration, in cash or in kind or otherwise, without the prior written permission of the Company.



Dear Mr./Ms. K. AARTHI

We are pleased to inform you that with reference to your interview conducted, you have been provisionally selected for the employment with Zealous Services, as Customer Support Executive.

1. Date of joining: We expect you to join on 21 May, 2018 otherwise this offer will stand withdrawn automatically. Your appointment is subjected to agreeing to our organization policies.
2. Work Ethics: You will be required to adhere to good work ethics/practices which would imply regular attendance and punctuality.
3. Shift and Timings: You will be required to work in Night Shift between 6.30 PM – 4.30 AM.
4. Agreement of interest: You further agree that you shall work minimum 6 months, perform your duties with diligence, commitment and discretion; you will be required to give one month notice in case you decide to leave our services.

Welcome to the Zealous family. We wish you a long, rewarding and fulfilling career. We take this opportunity to wish you the very best in your career.

Thanking you.

Yours faithfully,
For Zealous Services

Authorized Signatory

I hereby accept the terms and conditions of employment with Zealous Services

Name: K. Aarthu

Signature: [Handwritten Signature]

Kindly get in touch with our Talent Acquisition Team for any clarification or doubts at

PH: 044 - 3060 9005 / 9006 / 9007 / 9008

EMAIL: avinash@zealousservices.com

ZEALOUS SERVICES

Corporate Office: No: 17/7, 'B' Block, Ground Floor, Shafika Building, Kodambakkam High Road, Nungambakkam, Chennai - 600 034.
Ph: 044 - 3060 9000 / 9001 | www.zealousservices.com



Dear Mr./Ms. R. Ananthi

We are pleased to inform you that with reference to your interview conducted, you have been provisionally selected for the employment with Zealous Services, as Customer Support Executive.

1. Date of joining: We expect you to join on 21st May, 2018 otherwise this offer will stand withdrawn automatically. Your appointment is subjected to agreeing to our organization policies.
2. Work Ethics: You will be required to adhere to good work ethics/practices which would imply regular attendance and punctuality.
3. Shift and Timings: You will be required to work in Night Shift between 6.30 PM – 4.30 AM.
4. Agreement of interest: You further agree that you shall work minimum 6 months, perform your duties with diligence, commitment and discretion; you will be required to give one month notice in case you decide to leave our services.

Welcome to the Zealous family. We wish you a long, rewarding and fulfilling career. We take this opportunity to wish you the very best in your career.

Thanking you.

Yours faithfully,
For Zealous Services


Authorized Signatory

I hereby accept the terms and conditions of employment with Zealous Services

Name: R. Ananthi

Signature: R. Ananthi

Kindly get in touch with our Talent Acquisition Team for any clarification or doubts at

PH: 044 - 3060 9005 / 9006 / 9007 / 9008

EMAIL: avinash@zealousservices.com

ZEALOUS SERVICES

Corporate Office: No: 17/7, 'B' Block, Ground Floor, Shaflka Building, Kodambakkam High Road, Nungambakkam, Chennai - 600 034.
Ph: 044 - 3060 9000 / 9001 | www.zealousservices.com



Dear Mr./Ms. T. ANANTHI

We are pleased to inform you that with reference to your interview conducted, you have been provisionally selected for the employment with Zealous Services, as Customer Support Executive.

1. Date of joining: We expect you to join on 21 May, 2018 otherwise this offer will stand withdrawn automatically. Your appointment is subjected to agreeing to our organization policies.
2. Work Ethics: You will be required to adhere to good work ethics/practices which would imply regular attendance and punctuality.
3. Shift and Timings: You will be required to work in Night Shift between 6.30 PM – 4.30 AM.
4. Agreement of interest: You further agree that you shall work minimum 6 months, perform your duties with diligence, commitment and discretion; you will be required to give one month notice in case you decide to leave our services.

Welcome to the Zealous family. We wish you a long, rewarding and fulfilling career. We take this opportunity to wish you the very best in your career.

Thanking you.

Yours faithfully,
For Zealous Services

Authorized Signatory

I hereby accept the terms and conditions of employment with Zealous Services

Name: T. Ananthi

Signature: T. Ananthi

Kindly get in touch with our Talent Acquisition Team for any clarification or doubts at

PH: 044 - 3060 9005 / 9006 / 9007 / 9008

EMAIL: avinash@zealousservices.com

ZEALOUS SERVICES

Corporate Office: No: 17/7, 'B' Block, Ground Floor, Shafika Building, Kodambakkam High Road, Nungambakkam, Chennai - 600 034.
Ph: 044 - 3060 9000 / 9001 | www.zealousservices.com



Dear Mr./Ms. M. Durga


We are pleased to inform you that with reference to your interview conducted, you have been provisionally selected for the employment with Zealous Services, as Customer Support Executive.

1. Date of joining: We expect you to join on 21 May, 2018 otherwise this offer will stand withdrawn automatically. Your appointment is subjected to agreeing to our organization policies.
2. Work Ethics: You will be required to adhere to good work ethics/practices which would imply regular attendance and punctuality.
3. Shift and Timings: You will be required to work in Night Shift between 6.30 PM – 4.30 AM.
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Welcome to the Zealous family. We wish you a long, rewarding and fulfilling career. We take this opportunity to wish you the very best in your career.

Thanking you.

.Yours faithfully,
For Zealous Services



Authorized Signatory

I hereby accept the terms and conditions of employment with Zealous Services

Name: M. Durga

Signature: M. Durga

Kindly get in touch with our Talent Acquisition Team for any clarification or doubts at

PH: 044 - 3060 9005 / 9006 / 9007 / 9008

EMAIL: avinash@zealousservices.com

ZEALOUS SERVICES

Corporate Office: No: 177, 'B' Block, Ground Floor, Shafika Building, Kodambakkam High Road, Nungambakkam, Chennai - 600 034.
Ph: 044 - 3060 9000 / 9001 | www.zealousservices.com



Dear Mr. /Ms. S. Elakkiya


We are pleased to inform you that with reference to your interview conducted, you have been provisionally selected for the employment with Zealous Services, as Customer Support Executive.

1. Date of joining: We expect you to join on 21 May, 2018 otherwise this offer will stand withdrawn automatically. Your appointment is subjected to agreeing to our organization policies.
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For Zealous Services



Authorized Signatory

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Name: S. Elakkiya

Signature: S. Elakkiya

Kindly get in touch with our Talent Acquisition Team for any clarification or doubts at

PH: 044 - 3060 9005 / 9006 / 9007 / 9008

EMAIL: avinash@zealousservices.com

ZEALOUS SERVICES

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Ph: 044 - 3060 9000 / 9001 | www.zealousservices.com



Dear Mr./Ms. Kamalambika R

We are pleased to inform you that with reference to your interview conducted, you have been provisionally selected for the employment with Zealous Services, as Customer Support Executive.

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For Zealous Services

Authorized Signatory

I hereby accept the terms and conditions of employment with Zealous Services

Name: Kamalambika .R

Signature: R. Kamalambika

Kindly get in touch with our Talent Acquisition Team for any clarification or doubts at

PH: 044 - 3060 9005 / 9006 / 9007 / 9008

EMAIL: avinash@zealousservices.com

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Ph: 044 - 3060 9000 / 9001 | www.zealousservices.com



Dear Mr. /Ms. V. Parthivi

We are pleased to inform you that with reference to your interview conducted, you have been provisionally selected for the employment with Zealous Services, as Customer Support Executive.

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For Zealous Services

Authorized Signatory

I hereby accept the terms and conditions of employment with Zealous Services

Name: S Dharmaraj

Signature: S Dharmaraj

Kindly get in touch with our Talent Acquisition Team for any clarification or doubts at

PH: 044 - 3060 9005 / 9006 / 9007 / 9008

EMAIL: avinash@zealousservices.com

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Ph: 044 - 3060 9000 / 9001 | www.zealousservices.com



Dear Mr./Ms. Rajesh Kumar.K

We are pleased to inform you that with reference to your interview conducted, you have been provisionally selected for the employment with Zealous Services, as Customer Support Executive.

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For Zealous Services



Authorized Signatory

I hereby accept the terms and conditions of employment with Zealous Services

Name: A. Agalish

Signature: A. Agalish

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PH: 044 - 3060 9005 / 9006 / 9007 / 9008

EMAIL: avinash@zealousservices.com

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Ph: 044 - 3060 9000 / 9001 | www.zealousservices.com



Dear Mr./Ms. R. Ranjitha


We are pleased to inform you that with reference to your interview conducted, you have been provisionally selected for the employment with Zealous Services, as Customer Support Executive.

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Yours faithfully,
For Zealous Services



Authorized Signatory

I hereby accept the terms and conditions of employment with Zealous Services

Name: Methan Bai S
Signature: S. Methan Bai S

Kindly get in touch with our Talent Acquisition Team for any clarification or doubts at

PH: 044 - 3060 9005 / 9006 / 9007 / 9008

EMAIL: avinash@zealousservices.com

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Ph: 044 - 3060 9000 / 9001 | www.zealousservices.com



Dear Mr. /Ms. R. Saranya

We are pleased to inform you that with reference to your interview conducted, you have been provisionally selected for the employment with Zealous Services, as Customer Support Executive.

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Yours faithfully,
For Zealous Services

Authorized Signatory

I hereby accept the terms and conditions of employment with Zealous Services

Name: R. Saranya

Signature: [Handwritten Signature]

Kindly get in touch with our Talent Acquisition Team for any clarification or doubts at

PH: 044 - 3060 9005 / 9006 / 9007 / 9008

EMAIL: avinash@zealousservices.com

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Ph: 044 - 3060 9000 / 9001 | www.zealousservices.com



Dear Mr. /Ms. A. Allen

We are pleased to inform you that with reference to your interview conducted, you have been provisionally selected for the employment with Zealous Services, as Customer Support Executive.

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Signature:

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EMAIL: avinash@zealousservices.com

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Corporate Office: No: 17/7, 'B' Block, Ground Floor, Shafika Building, Kodambakkam High Road, Nungambakkam, Chennai - 600 021
Ph: 044 - 3060 9000 / 9001 | www.zealousservices.com



Dear Mr. /Ms. A. ANGATHA

We are pleased to inform you that with reference to your interview conducted, you have been provisionally selected for the employment with Zealous Services, as Customer Support Executive.

1. **Date of joining:** We expect you to join on 21 May, 2018 otherwise this offer will stand withdrawn automatically. Your appointment is subjected to agreeing to our organization policies
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EMAIL: avinash@zealouservices.com

ZEALOUS SERVICES

Corporate Office: No. 17/7, 'B' Block, Ground Floor, Shafika Building, Kodambakkam High Road, Nungambakkam, Chennai - 600 054.

Ph: 044 - 3060 9000 / 9001 | www.zealouservices.com



Dear Mr. /Ms. D. Jayasuriya

We are pleased to inform you that with reference to your interview conducted, you have been provisionally selected for the employment with Zealous Services, as Customer Support Executive.

1. **Date of joining:** We expect you to join on 21 May, 2018 otherwise this offer will stand withdrawn automatically. Your appointment is subjected to agreeing to our organization policies.
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Ph: 044 - 3060 9000 / 9001 | www.zealousservices.com



Dear Mr./Ms. _____

S. Kamali

We are pleased to inform you that with reference to your interview conducted, you have been provisionally selected for the employment with Zealous Services, as Customer Support Executive.

1. **Date of joining:** We expect you to join on 21. May, 2018 otherwise this offer will stand withdrawn automatically. Your appointment is subjected to agreeing to our organization policies.
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Ph: 044 - 3060 9000 / 9001 | www.zealousservices.com



Dear Mr./Ms. SRI NATH. M R

We are pleased to inform you that with reference to your interview conducted, you have been provisionally selected for the employment with Zealous Services, as Customer Support Executive.

~~1. Date of joining: We expect you to join on 24th Nov, 2018 otherwise this offer will stand withdrawn automatically. Your appointment is subjected to agreeing to our organization policies.~~

2. **Work Ethics:** You will be required to adhere to good work ethics/practices which would imply regular attendance and punctuality.

3. **Shift and Timings:** You will be required to work in Night Shift between 6.30 PM – 4.30 AM.

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Name:

Signature:

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PH: 044 - 3060 9005 / 9006 / 9007 / 9008

EMAIL: avinash@zealousservices.com

ZEALOUS SERVICES



Dear Mr. /Ms. VENKATKRISHNAN.R

We are pleased to inform you that with reference to your interview conducted, you have been provisionally selected for the employment with Zealous Services, as Customer Support Executive.

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Name:

Signature:

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Ph: 044 - 3060 9000 / 9001 | www.zealousservices.com



Dear Mr. /Ms. VIMALRAJ R

We are pleased to inform you that with reference to your interview conducted, you have been provisionally selected for the employment with Zealous Services, as Customer Support Executive.

~~1. Date of joining: We expect you to join on 24-11-2018, 2018 otherwise this offer will stand withdrawn automatically. Your appointment is subjected to agreeing to our organization policies.~~

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Name:

Signature:

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PH: 044 - 3060 9005 / 9006 / 9007 / 9008

EMAIL: avinash@zealousservices.com



Dear Mr./Ms. R. Divya

We are pleased to inform you that with reference to your interview conducted, you have been provisionally selected for the employment with Zealous Services, as Customer Support Executive.

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