Date: 04-Feb-2020

Anjali G
Thejus Engineering College, Thrissur

Appointment Offer: Software Engineer

Dear Anjali G,

Following your interview with us, we are pleased to appoint you as **Software Engineer** in IBS Software Pvt. Ltd. (the "**Company**"), subject to your acceptance of the terms and conditions contained herein.

Terms and conditions of the Offer

1. Pre-requisites

a) This appointment and continuance of your employment will be subject to you being medically fit by our medical panel and also subject to you clearing the background verification exercise undertaken by the Company. In this regard, you will be receiving a consent form from IBS designated service provider. You are required to return a signed consent form in accordance with the instructions provided therein. This is for initiating your background verification subsequent to you joining the Company.

b) You will have to bring 5 copies of your latest passport size colour photographs, and the originals and one set of copies of all certificates specified in Annexure 1 on the joining date. Your appointment will be subject to verification of your certificates against the information provided by you in your resume and during the interview.

2. Posting

Your initial posting would be at the office of the Company situated at Unit No's 401 & 402, SCK-01, Smartcity Campus, Thengode PO, 682030, Kakkanad, Kerala. Your services are, however, liable to be transferred to any of our other offices or offices of our existing or future affiliates, clients or associates, in India or abroad, at the sole discretion of the Company.

3. Reporting Date

Your date of joining will be intimated after April 2020**.**

4. Probationary Period

a) You will be on probation for a period of six months from the actual date of your joining, which period may be extended by the Company depending on your performance. You will continue to be on probation unless and until you are expressly confirmed in the regular service of the Company. On successful completion of your probation, as may be judged by the Company, you may be confirmed, if your services are found satisfactory.

b) Prior to your confirmation, if the Company in its opinion is not satisfied with your work and/or conduct, your probation shall be liable to termination without any notice or assigning any reason whatsoever.

5. Compensation

Your compensation details are as stated in the table below.

Compensation Details		**Job Level: 3**
	Fixed Remuneration	**Amount in INR**
Sl. No.	**Component**	**Monthly**
1.	Basic Pay	**9,000**
2.	HRA	**3,600**
3.	Special Allowance	**12,550**
4.	Food Vouchers	**1,050**
5.	Employer's contribution to Provident Fund (As per Provident Fund Act 1952)	**1,800**
6.	**Monthly Gross Earnings (Fixed)**	**28,000**
Gratuity will be paid as per Payment of Gratuity Act, 1972.		

In addition to the MGE, you will be entitled to the company's medical assistance scheme for self, spouse and children. This scheme provides medical insurance cover up to Rs.1,00,000/- per annum for in-patient treatment subject to the conditions mentioned in the insurance cover.

From your date of joining you can avail the medical assistance for out-patient treatment also. This scheme entitles you, your spouse and children to reimbursement of medical expenses incurred for out-patient treatment at the Company's designated hospitals on a co-pay basis.

a) The Company provides transportation facilities to its employees as per policy. A monthly conveyance charge would be deducted from your MGE if you wish to avail the Company transportation. This conveyance charge is fixed based on your residential location and your Job Level.

b) You will not be entitled to any payment, amenities or benefits other than those mentioned above.

6. Working Week & Leave

a) The normal working days per week and working hours per day of the Company are from Monday to Friday and from 8.30 A.M to 5.30 P.M., with a lunch break of 45 minutes, respectively. The normal working days and normal hours of work can be changed by the Company to suit the exigencies of work programmes and emergencies.

   i. You can adjust your working hours on a normal working day for effective achievement of business goals, along with your personal requirements.

   ii. The entry timing can be anytime between 8 AM and 10 AM on a normal working day and the exit timing will be between 5 PM and 7 PM.

   iii. Attendance shall be mandatory between 10 AM and 5 PM.

   iv. Every employee should clock minimum 41.25 hours at work (excluding lunch break) every week. Any time less than this has to be applied as leave.

   v. The flexible working hours will not be applicable for resources on client/product support, as they are already on a revised shift schedule defined by a roster.

b) Holidays would be as per the list declared by the Company from time to time.

c) As an employee of the Company you will be entitled to 11 days earned leave and 11 days casual leave per annum. In addition, you will also be eligible for sick leave, maternity leave as per the Maternity Benefit Amendment Act, 2017 or paternity leave, as applicable and examination leave as per leave policy of the Company. No other leave will be applicable.

7. Promotion

Promotions will be based on your performance, contribution and as per the rules and regulations of the Company relevant and applicable.

8. Travel

You may be required to travel within India and overseas for the purpose of work and/or training whenever required by the Company and you will be required to remain outside India for such period as may be determined by the Company. For this purpose, you shall be required to enter into such agreements as may be required by the Company from time to time to protect the interests of the Company. All expenses including, flight tickets, hotel accommodation etc., that may be incurred in connection with such travel will be borne by the Company. You must have a valid passport while joining the Company and a copy of the passport must be deposited with the Company. Company will take responsibility for arranging travel visas and other formalities.

9. Minimum Period of Service

Your employment is governed by a two year service agreement and you are required to execute a bond / contract guaranteeing a sum of Rs.2,00,000/- (Rupees Two lakh) to be payable to the Company in accordance with the terms and conditions of such contract. The above contract shall also be signed by two sureties, one of whom should be your parent.

10. Notice Period & Termination of Employment.

a) Either party may terminate the agreement, for any reason or on convenience, by giving two months' notice to the other party without assigning any reason whatsoever.

b) Notwithstanding anything contained above, the Company reserves the right to terminate your employment with the Company:

vi. by giving one month's notice or notice pay in lieu thereof, if you become unfit for work or are unable to discharge your duties or are negligent or irregular or inefficient in the discharge of your duties;

vii. with immediate effect, if you commit a breach of any of the covenants and obligations to be observed and performed by you under these presents or in relation to the service under these presents or rules and regulations of the Company notified from time to time;

viii. with immediate effect, if you are guilty of misconduct as judged by the Company or fail to carry out all orders and instructions issued to you.

11. Regulations

a) Your employment will be governed by, and you are bound to abide by, the decisions, directives, rules and regulations of the Company which may be notified from time to time. You are expected to devote your entire working time, energy, and attention exclusively to the work of the Company, and should not take up any other direct or indirect business or work, honorary or otherwise, while in employment with the Company, unless so permitted in writing by the Company. You are expected to refrain from engaging yourself in any assignment/employment which may create a conflict of interest in duly exercising your responsibilities associated with the position offered hereunder.

b) You are expected to work diligently, faithfully and to the best of your ability in serving the Company and to use the best of your endeavour to promote the interests of the Company and perform all duties that may be entrusted to you from time to time.

c) You shall be responsible for the safe keeping of all Company property that is being used by you or left in your custody or charge and shall upon the request of the Company or termination of your service, whichever is earlier,

deliver to the Company all the properties of the Company, in your custody or possession.

d) All intellectual properties rights in, India and abroad, for the full term of such rights, in any "work" (as defined under the Copyright Act, 1957 and as amended from time to time) or in any other matter including but not limited to, documents, computer software and databases or papers, of any type including all improvements) conceived / created / made fully or in part (whether or not during regular office / business hours) by you during your period of employment with the Company, shall stand automatically vested in and be the sole and exclusive property of the Company and shall be disclosed in writing promptly to the Company. You shall also at the cost of the Company execute and register, all documents required, statutorily or otherwise by the Company, to further confirm the above ownership rights in favour of the Company.

e) You shall execute the Security and Confidentiality Regulations of the Company with respect to protection of confidential information of the Company.

f) You understand that if you are deputed on any work/assignment/project at locations specified by customers, you will gain extensive knowledge and information of customers' business and their specific requirements and skills by closely working with the customers, which would be of great value to the Company, and which knowledge, information and skills the Company would want to utilise on completion of such deputation. Customers in this context shall mean clients, business partners, business associates, subsidiaries, affiliates or any other legal entity or business unit with whom the Company has business relationship. Moreover, you also understand that the Company would be expending considerable cost for such deputation. Therefore, you agree that after completion of such deputation for a duration of more than 45 days, you continue in employment with the Company for a period of at least 6 months from the end of such deputation.

g) You shall at any times be liable for the disciplinary actions including warning, suspension, discharge and dismissal for unsatisfactory performance, causing damage/ financial loss to the Company, committing breach of any service conditions or misconduct such as irregular attendance, unauthorised absence, misbehaviour, theft, misappropriation/ fraud, dishonesty, immorality, conviction, falsification of documents/ records or information given in your bio-data/ application for securing job in the Company or any undesirable acts which in the opinion of the Company is prejudicial and detrimental to the interest of the Company. Pending disciplinary action, you can be suspended from service.

h) During your employment with Company and for a period of one (1) year immediately following termination of your employment, for any reason whatsoever, you shall not:

   i) directly or indirectly, either on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee,

committee member, office bearer or shareholder, own, operate, assist, take up employment in, participate in or be associated with, in the country of employment, any concern/entity that is engaged in developing, designing, producing, marketing, or selling, software products or services in competition with the Company, to the travel, transportation and logistics industry and such other industry the Company will serve in future. You acknowledge and agree to this restriction, considering the Confidential and Proprietary Information of the Company, coming to your knowledge and possession during your tenure with the Company, which if disclosed to or shared with or made use by such competitors, may prejudicially affect and jeopardise the Company's interest.;

ii) directly or indirectly contact, seek or accept employment with any third party (including past, present or prospective customers) that you have interacted with, or have provided any services to whether directly or indirectly during the course of your employment with the Company or solicit, entice, take away or attempt to contact, solicit, entice or take such third parties away from Company or in any way damage their business relationship with the Company. You acknowledge that any violation to this obligation may result in legal proceedings for actual damages ensued to the Company; or

iii) directly or indirectly, either on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member or office bearer, directly or indirectly, contact, recruit, solicit or hire any of the employees of the Company, or induce or attempt to induce any employee of the Company to terminate his/her employment with, or otherwise cease or damage his/her relationship with the Company.

i) This Appointment Offer is to be read in conjunction with the rules and regulations, codes and policies, laid down by the Company from time to time. In the event any conflict arises between Appointment Offer and the rules and regulations laid down by the Company from time to time, such rules and regulations shall prevail.

j) The service conditions mentioned in this Appointment Offer are not subject to any amendments unless communicated by the authorised officer nominated by the Company for this purpose.

k) If any of the clauses or sub clauses of this Appointment Offer become invalid or be so judged, the remaining clauses or sub clauses shall be deemed severable and shall remain in full force and effect.

l) The Company reserves the right to initiate legal proceedings for any breach by you of any of terms of your employment.

m) This Appointment Offer shall be governed and construed in accordance with the laws of India.

n) In the event of any dispute between the parties hereto regarding or arising out of this Appointment Offer, the Courts in Trivandrum, Kerala, shall have the sole jurisdiction, to the exclusion of all other courts that may otherwise have had jurisdiction.

o) This employment offer is made based on complete reliance to the representations you have provided to us, during our discussions prior to the release of the offer and other documents submitted by you. Any misrepresentation either oral or written or any fraud or forgery related to your representations or any documentation submitted revealed through your background verification may result in revocation of this offer. The Company reserves to terminate your employment, if such fraud, forgery or misrepresentation is cited, post acceptance of this offer or during employment with the Company.

p) The offer is extended relying on your representation that you suffer no incapacities, either legal or contractual, from accepting this offer of employment or fulfilling any of the potential employment responsibilities, which may include but is not limited to, your non -compete obligations with your previous employer/s.

For any additional information or clarification on any of the above terms and conditions, please do not hesitate to contact us.

Yours Sincerely,

For IBS Software (P) Ltd.

Jayan P
(Sr.Vice President & Head of Global Human Resources)

I have read and understood the terms and conditions of the above Appointment Offer and I hereby voluntarily and unconditionally accept the same.

Signed by :
Name :
Date :

HEXAWARE

Letter of Intent

19 February 2020

AISHA SUSAN GREGORY
THEJUS ENGINEERING COLLEGE
Cochin

Dear AISHA SUSAN GREGORY,

We are pleased to inform you that you have been provisionally short-listed for employment as **"Trainee".**

We will keep you posted with respect to the start of the training programme, wherein you will be commissioned to attend the Training Programme at our Hexaware office in **Chennai**.

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 3 months and on successful completion of your training you will be paid a salary of Rs.2.00 Lac pa.

You are required to sign a bond of 24 Months before the start of training programme, in the event of bond breakage you will be required to pay a sum of Rs. 1 Lac.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to campusconnect@hexaware.com confirming your interest in joining Hexaware.

Yours faithfully,
For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

Monica Mathur
Associate Vice President, Recruitment

HEXAWARE

Letter of Intent

19 February 2020

Akhila TM
THEJUS ENGINEERING COLLEGE
Cochin

Dear Akhila TM,

We are pleased to inform you that you have been provisionally short-listed for employment as **"Trainee".**

We will keep you posted with respect to the start of the training programme, wherein you will be commissioned to attend the Training Programme at our Hexaware office in **Chennai**.

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Yours faithfully,
For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

Monica Mathur
Associate Vice President, Recruitment

HEXAWARE

Letter of Intent

19 February 2020

ANAGHA PRABHAKARAN
THEJUS ENGINEERING COLLEGE
Cochin

Dear ANAGHA PRABHAKARAN,

We are pleased to inform you that you have been provisionally short-listed for employment as **"Trainee".**

We will keep you posted with respect to the start of the training programme, wherein you will be commissioned to attend the Training Programme at our Hexaware office in **Chennai**.

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Yours faithfully,
For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

Monica Mathur
Associate Vice President, Recruitment

HEXAWARE

Letter of Intent

19 February 2020

ANJITA G
THEJUS ENGINEERING COLLEGE
Cochin

Dear ANJITA G,

We are pleased to inform you that you have been provisionally short-listed for employment as **"Trainee".**

We will keep you posted with respect to the start of the training programme, wherein you will be commissioned to attend the Training Programme at our Hexaware office in **Chennai**.

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Yours faithfully,
For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

Monica Mathur
Associate Vice President, Recruitment

HEXAWARE

Letter of Intent

19 February 2020

KENAZ K BABU
THEJUS ENGINEERING COLLEGE
Cochin

Dear KENAZ K BABU,

We are pleased to inform you that you have been provisionally short-listed for employment as **"Trainee".**

We will keep you posted with respect to the start of the training programme, wherein you will be commissioned to attend the Training Programme at our Hexaware office in **Chennai**.

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Yours faithfully,
For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

Monica Mathur
Associate Vice President, Recruitment

HEXAWARE

Letter of Intent

19 February 2020

Nimna Noushad
THEJUS ENGINEERING COLLEGE
Cochin

Dear Nimna Noushad,

We are pleased to inform you that you have been provisionally short-listed for employment as **"Trainee".**

We will keep you posted with respect to the start of the training programme, wherein you will be commissioned to attend the Training Programme at our Hexaware office in **Chennai**.

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 3 months and on successful completion of your training you will be paid a salary of Rs.2.00 Lac pa.

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As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to campusconnect@hexaware.com confirming your interest in joining Hexaware.

Yours faithfully,
For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

Monica Mathur
Associate Vice President, Recruitment

HEXAWARE

Letter of Intent

19 February 2020

POOJA GEORGE
THEJUS ENGINEERING COLLEGE
Cochin

Dear POOJA GEORGE,

We are pleased to inform you that you have been provisionally short-listed for employment as **"Trainee".**

We will keep you posted with respect to the start of the training programme, wherein you will be commissioned to attend the Training Programme at our Hexaware office in **Chennai**.

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Yours faithfully,
For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

Monica Mathur
Associate Vice President, Recruitment

THEJUS ENGINEERING COLLEGE

Placement Cell <placement@thejusengg.com>

Fwd: APJAKTU- Infosys- Pool Drive-Reg

1 message

THEJUS ENGINEERING COLLEGE Admin <thejus@ktu.edu.in> Tue, Mar 3, 2020 at 9:08 AM
To: placement@thejusengg.com, Prof Saju P John <hodcse@thejusengg.com>

---------- Forwarded message ---------
From: **Academics ktu.edu.in** <academics@ktu.edu.in>
Date: Mon, Mar 2, 2020 at 5:05 PM
Subject: APJAKTU- Infosys- Pool Drive-Reg
To: THEJUS ENGINEERING COLLEGE Admin <thejus@ktu.edu.in>

Greetings from APJ Abdul Kalam Technological University!
We are glad to announce the Final shortlist from the Kerala State Level Pooled Recruitment Program of Infosys Limited post the recruitment process conducted at Saintgits College of Engineering, Kottayam on 27th, 28th and 29th Feb 2020. The interview process was completed on 29th Feb 2020 and Infosys has shortlisted 359 students for the 'Systems Engineer' profile (Please find attached the name list for the students selected from your college). The compensation for this role would be 3.6 LPA. (as informed by Infosys).
Congratulations and best wishes!

Warm regards,
Academics - APJAKTU

P.S: Request you to communicate the following to all students at the time of declaring offers:

Please note that there are fake job offers being made in the name of Infosys. Infosys does not take payment from candidates for employment purposes and will not be liable for any kind of loss or damage incurred as a result of dealing with such entities. Infosys issues this declaration on behalf of its affiliates and successors to ensure that individuals will refrain from being lured into accepting such fake offer letters, calls promising employment and / or make any payments to fraudulent entities or individuals

--
visit our website : www.ktu.edu.in

Thejus Engineering College, Vellarakkad, Thrissur.xlsx
9K

Placement Cell <placement@thejusengg.com>

M/s Jobin and Jismi CRD 2020-Final results

2 messages

Rini .K.R <rini.k.r@vidyaacademy.ac.in> Thu, Mar 5, 2020 at 10:31 AM
To: HARIKRISHNAN B <placement@thejusengg.com>, placement simat <placement@simat.ac.in>
Cc: Training & Placement Cell <placementcell@vidyaacademy.ac.in>

Dear Sir/ Madam,

Please find below the selected list after the final interview by M/s Jobin and Jismi

1. Deepak Madhu (Vidya Academy)
2.Afshan Parvin T (Sreepathy)
3.Salini M (Thejus)
4.Aparna P.S (Thejus)

Please inform the candidates and kindly ask them to inform them whether they have a plan to join.

Salary: 18000 P.M

Regards

Rini K R

Placement Officer
Vidya Academy of Science & Technology
Thalakkottukara P O
Thrissur - 680501
Ph: 04885 287751/52 (Ext:148)

Email: rini.k.r@vidyaacademy.ac.in
www.vidyaacademy.ac.in

Training & Placement Cell <placement@thejusengg.com> Fri, Mar 6, 2020 at 10:36 AM
To: "Rini .K.R" <rini.k.r@vidyaacademy.ac.in>

Madam,

Ms. Salini M & Ms. Aparna P.S, students of Thejus Engineering college have a plan to join M/s Jobin & Jismi after their course completion.

[Quoted text hidden]

--

Best Regards,

Mrs. Remya Krishna J S
Asst. Professor, ECE Dept.
Placement Cell Coordinator
Thejus Engineering College
Ph. No. 9947937880
email: placement@thejusengg.com

http://www.thejusengg.com/assets/images/thjs_logo.jpg

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THEJUS ENGINEERING COLLEGE

Placement Cell <placement@thejusengg.com>

Congratulations || G10x India Private Limited || 2020 Batch || Offered Candidate

2 messages

Kondapally Adharsh Kumar <adharsh.kumar@cocubes.com> Wed, Mar 4, 2020 at 7:54 PM
To: "placement@thejusengg.com" <placement@thejusengg.com>
Cc: Vinay Singh <vinay.singh@cocubes.com>, Khareedu Uday Kiran <uday.kiran@cocubes.com>

Dear Remya Ma'am,

Greetings from Aon CoCubes!!!

Congratulations!! We are delighted to inform you that below candidate has been offered for the **'Associate'** role in **'G10x India Private Limited'.** The student was shortlisted based on **CoCubes**® test and the interview process for the shortlisted student was conducted at Rajagiri Campus, Cochin.

Candidate Id	Name	Branch	Degree	College	Batch
16191089	Aisha Susan Gregory	Computer Science Engineering	B.Tech	THEJUS ENGINEERING COLLEGE	2020

Designation: Associate

CTC Offered: 4 LPA

Joining Period: September 2020

Joining Location: Cochin

Note: The above candidates will receive the offer letter subjected to the condition that candidate will join in the month of September 2020. Requesting to please ensure and confirm over this email.

Thank you for your support during the entire process, looking forward in adding value to your esteemed institute.

Warm Regards,

Adharsh Kondapally | Associate Institutions

Aon's Assessment Solutions

m +91 7093152250

adharsh.kumar@cocubes.com

cocubes.com | LinkedIn | Twitter | Facebook

Training & Placement Cell <placement@thejusengg.com> Tue, Mar 10, 2020 at 10:12 AM
To: Kondapally Adharsh Kumar <adharsh.kumar@cocubes.com>

Sir,
Thank you for the offer given to our students Ms. Aisha Susan Gregory.

She is willing to join your prestigious firm in the month of September 2020.
[Quoted text hidden]
--
Best Regards,

Mrs. Remya Krishna J S
Asst. Professor, ECE Dept.
Placement Cell Coordinator
Thejus Engineering College
Ph. No. 9947937880
email: placement@thejusengg.com

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http://www.thejusengg.com/assets/images/thjs_logo.jpg

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THEJUS ENGINEERING COLLEGE

Placement Cell <placement@thejusengg.com>

Fwd: Reg- CSS CORP Select list - DES-Rajagiri Pooled campus drive.

2 messages

Varun Jose <cr.rajagiri@gmail.com> Wed, Mar 4, 2020 at 1:42 PM
To: Placement Cell - RSET <pc.rajagiri@gmail.com>
Bcc: placement@thejusengg.com

Hi,

Greetings from Rajagiri !!!

PFB the list of selected students for CSS Corp drive held on 26-02-2020.

Congratulations to all the participants.

The joining date would be communicated to the students.

Sl. No	Date	First Name	Last Name	College	Dept	Final Result
1	26-Feb-20	RINU SEBA	JOEMON	RAJAGIRI SCHOOL OF ENGINEERING AND TECHNOLOGY	B TECH	Select
2	26-Feb-20	Mary Tannia	Padua	Amrita School of Arts ans Sciences, Kochi	MCA	Select
3	26-Feb-20	Hima	M S	Government Engineering College Idukki	B Tech	Select
4	26-Feb-20	Anila	Unni	Sree Narayana Gurukulam College of Engineering,Ernakulam	B Tech	Select
5	26-Feb-20	Sreelakshmi	S	Federal Institute Of Science And Technology	MCA	Select
6	26-Feb-20	Swathy	Sathish k	Nirmala College of Engineering, Chalakudy	B.Tech	Select
7	26-Feb-20	Athira	Gopinath	College of Engineering, Cherthala	B.Tech	select
8	26-Feb-20	Shamli	S	Thejus Engineering College, Vellarakkad	B.Tech	select
9	26-Feb-20	Sneha Anna	Joshy	Federal Institute Of Science And Technology	B.Tech	Select
10	26-feb-20	amitha	menon	thejus engineering college, Vellarakkad	B.Tech	select
11	26-Feb-20	Abhirami	K S	Federal Institute Of Science And Technology	B.Tech	select
12	26-Feb-20	Midhun	Lal	Sri Vellappally Natesan College of Engineering, Mavelikara	B.Tech	Select
13	26-Feb-20	Resha	Regi M	Federal Institute Of Science And Technology	B.Tech	select
14	26-Feb-20	Anusha	George	University College of Engineering	B.Tech	select

15	26-Feb-20	Chithra	varadhan	Adi Shankara college	B.Tech	Select
16	26-Feb-20	Bismi	Nazar	Managalam college of Engineering	B.Tech	select
17	26-Feb-20	Nirmal	Ram	Sahrdaya college	B.Tech	select

Varun Jose
Placement Executive, Rajagiri School of Engineering & Technology
+91 7907361644 | +91 9048104959 | cr.rajagiri@gmail.com
Rajagiri Valley, Kakkanad - 682039

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Please consider your environmental responsibility. Before printing this e-mail message, ask yourself whether you really need a hard copy.

Training & Placement Cell <placement@thejusengg.com> Wed, Mar 4, 2020 at 1:47 PM
To: Varun Jose <cr.rajagiri@gmail.com>

Sir,

Thank you for the mail.
[Quoted text hidden]
--
Best Regards,

Mrs. Remya Krishna J S
Asst. Professor, ECE Dept.
Placement Cell Coordinator
Thejus Engineering College
Ph. No. 9947937880
email: placement@thejusengg.com

http://www.thejusengg.com/assets/images/thjs_logo.jpg

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THEJUS ENGINEERING COLLEGE

Placement Cell <placement@thejusengg.com>

VAST T&P : Poornam Infovision CRD 2020 - Result & Congratulations

1 message

Chakola Paul Johny <paul.chakola@vidyaacademy.ac.in> Sat, Oct 5, 2019 at 10:03 AM
To: Training & Placement Cell <placementcell@vidyaacademy.ac.in>, placementgecpkd@gmail.com, iestcrplacement@gmail.com, cr@jawaharlalcolleges.com, pat@jecc.ac.in, tp@mesce.ac.in, placement@ncerc.ac.in, nice@nirmalacollege.in, nssplacement@gmail.com, Traning and Placement Cell <rtpc@royalcet.ac.in>, HR Sahrdaya <hr@sahrdaya.ac.in>, placement@simat.ac.in, HARIKRISHNAN B <placement@thejusengg.com>, info.ucoe@universal.edu.in, info@universalcollege.net
Cc: "Rini .K.R" <rini.k.r@vidyaacademy.ac.in>

Dear Sir/Madam,

Please find the consolidated list of students placed after the placement drive held on Friday, September 27, 2019 for the 2020 pass out B. Tech batch. Congratulations to all the placed students.

Thanks & Regards,
Paul Chakola
Email: paul.chakola@vidyaacademy.ac.in

Training and Placement Head
Vidya Academy of Science and Technology,

P.O. Thalakkottukara, Thrissur - 680 501
Tel: +91 (4885) 287751, 287752 Ext. 171
Website: www.vidyaacademy.ac.in

Hello Rini,

Greetings from Poornam Info Vision
Thank you for the extended support. PLease find the results below :-

1) Bhavana C K :- Sahradaya College
2) Vinay Krishnan K :- GEC Palakkad
3) Manu M :- Nehru college
4) Salini M :- Thejus college
5) Reshma :- Nehru college
6) Varsha A :- Sahradaya college
7) Suhail Mohammed :- GEC Palakkad
8) Adithya Jayaraj :- Universal college
9) Suhaim Ibrahim :- Vidhya college
10) Rahul Jayan :- Sahradaya college
11) Kenaz K Babu :- Thejus college
12) Akhila T M :- Thejus college
13) Aleesha B Guptha :- GEC Palakkad
14) Maria Ann Toms :- Jyothi Engg College
15) Joshua Shaji :- Jyothi Engg college
16) Genuine Basil :- Jyothi Engg college
17) Meera N :- Jyothi engg college

Regards,
Roopa Rajesh - Head HR

THEJUS ENGINEERING COLLEGE

Placement Cell <placement@thejusengg.com>

Fwd: Letter of Intent - Salini M - Ref. No.: 9276210

1 message

SALINI M <salinimanikath@gmail.com> Tue, Jan 14, 2020 at 5:49 PM
To: placement@thejusengg.com

---------- Forwarded message ---------
From: <careers@wipro.com>
Date: Tue, 10 Dec 2019, 2:52 am
Subject: Letter of Intent - Salini M - Ref. No.: 9276210
To: <salinimanikath@gmail.com>

Campus - Letter Of Intent

09-Dec-2019

Dear Salini M,

Based on our discussions with you, we would like to inform you of our intent to offer you the role of Project Engineer which will be in the Career Band TRB-II of the organization.

The salary stack for this role is detailed below. Do reach out to us should you have any clarifications.

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

Kindly note this letter of intent, if accepted, shall be followed by a letter of appointment from us.

Please confirm your interest to receive the offer of appointment by accepting the contents of this communication within 15 calendar days. Your communication of interest is a precondition to the issuance of the offer of appointment.

Please login to your Candidate Desktop to Accept or Decline the offer.

Yours sincerely,

For **Wipro Limited**

Sunil Kalachar
General Manager - Global Campus Head

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2222.jpg
122K

Offer: Computer Consultancy
Ref: TCSL/DT20195528266/Trivandrum
Date: 13/09/2019

Mr. Sujeesh Tb
Thekkepurakkal (H)Kinar Bus Stop,
Orumanayur,
Thrissur-680512,
Kerala.
Tel# 91-8921488348

Dear Sujeesh Tb,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY
You will be eligible for a basic salary of **₹10,200/-** per month.

BOUQUET OF BENEFITS (BoB)
Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be **₹4,080/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Personal Allowance**
   You will be eligible for a monthly personal allowance of of **₹7,570/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

4. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of **₹500/-** being credited to this card per month. However you may want to re-distribute the BoB

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amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of **₹1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be **₹600/-** per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of **₹200/-** per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

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HIS offers the following benefits:

1. **Basic Cover**
   i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**
   Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

   i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave
Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother,may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)
You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans
You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships
You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

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RETIRALS

Provident Fund
You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity
You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**
   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

   As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. **Pre requisites for Joining**
   To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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3. **Training Period**

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. **Working Hours**

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. **Mobility**

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. **Compensation Structure / Salary components**

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. **Increments and Promotions**

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

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8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the

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said terms and conditions in case of deputation on international assignments.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

During your tenure with TCSL, either you or TCSL may terminate your traineeship / employment under this Agreement by providing 90 days written notice. The company reserves the right, to ask you to complete the notice period or adjust the earned vacation in lieu of entire or partial notice period. If your services, behaviour and/ or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above. No notice or payment in lieu thereof shall be applicable if your services are discontinued/terminated on account of any misconduct either during your traineeship period or upon completion of the traineeship period.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external

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background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
  *There is no criminal offence registered/pending against you
  *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below

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documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

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Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Vismaya Building 6th Floor, Infopark, Kusumagiri P.O., Kochi 682 030 India
Tel: 0484 664 5000 Fax: 0484 664 5255 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

GROSS SALARY SHEET **Annexure 1**

Name	**Sujeesh Tb**
Designation	**Assistant System Engineer-Trainee**
Institute Name	**Others**

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Programme.

**The Performance Pay is applicable upon successful completion of the TCS Xplore Programme.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
GROSS BOUQUET OF BENEFITS	13,000	1,56,000

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Annexure 2

Ahmedabad **Lead – ILP** Tata Consultancy Services Limited, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** **Lead - ILP** Tata Consultancy Services Limited, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka
BUBANESHWAR **Lead – ILP** Tata Consultancy Services Limited, Barabati, IRC Block, Ground Floor, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** **Lead – ILP** Tata Consultancy Services Limited, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgoan **Lead - ILP** Tata Consultancy Services Limited, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** **Lead - ILP** Tata Consultancy Services Limited, Plot No. A-44 & A-45, Ground, 1st to 5th Floor & 10th floor, Galaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati **Lead – ILP** Tata Consultancy Services Limited, 5th Floor, NEDFi House, G.S. Road, Dispur, Guwahati - 781006,Assam	**Hyderabad** **Lead - ILP** Tata Consultancy Services Limited, Q City, Nanakramguda, Hyderabad,
INDORE **Lead - ILP** Tata Consultancy Services Limited, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	**KOLKATA** **Lead - ILP** Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12, New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium,2nd Floor, Wanderers Building, Delta Park - Lords
KOCHI **Lead - ILP** Tata Consultancy Services Limited, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** **Lead - ILP** Tata Consultancy Services Limited, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane West, Thane, Maharashtra - 400606
NAGPUR **Lead - ILP** Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	**PUNE** **Lead - ILP** Tata Consultancy Services Limited, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra
Trivandrum **Lead – ILP** Tata Consultancy Services Limited, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581	

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Annexure 3

Confidentiality and IP Terms and Conditions

Confidentiality and IP Terms and Conditions - Annexure 3:

1. **Confidential Information**

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

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

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

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

5. **Use of third party material**
Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. **Security policies and Guidelines.**
Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

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

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

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9. Equitable Rights

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

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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Offer: Computer Consultancy
Ref: TCSL/DT20195616804/Trivandrum
Date: 13/09/2019

Mr. Sumith K R
Kalarikkal HouseManalithra,
Jv Machad School,
Wadakanchery-680589,
Kerala.
Tel# 91-8943988793

Dear Sumith K R,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹10,200/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be **₹4,080/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Personal Allowance**
   You will be eligible for a monthly personal allowance of of **₹7,570/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

4. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of **₹500/-** being credited to this card per month. However you may want to re-distribute the BoB

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amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of **₹1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be **₹600/-** per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE
You will be eligible for a City Allowance of **₹200/-** per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES
You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

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HIS offers the following benefits:

1. **Basic Cover**
   i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**
   Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

   i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave
Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother,may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)
You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans
You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships
You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

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RETIRALS

Provident Fund
You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity
You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**
   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

   As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. **Pre requisites for Joining**
   To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

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8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the

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said terms and conditions in case of deputation on international assignments.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

During your tenure with TCSL, either you or TCSL may terminate your traineeship / employment under this Agreement by providing 90 days written notice. The company reserves the right, to ask you to complete the notice period or adjust the earned vacation in lieu of entire or partial notice period. If your services, behaviour and/ or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above. No notice or payment in lieu thereof shall be applicable if your services are discontinued/terminated on account of any misconduct either during your traineeship period or upon completion of the traineeship period.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external

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background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
  *There is no criminal offence registered/pending against you
  *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below

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documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

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Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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GROSS SALARY SHEET **Annexure 1**

Name	**Sumith K R**
Designation	**Assistant System Engineer-Trainee**
Institute Name	**Others**

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Programme.

**The Performance Pay is applicable upon successful completion of the TCS Xplore Programme.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
GROSS BOUQUET OF BENEFITS	13,000	1,56,000

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Annexure 2

Ahmedabad **Lead – ILP** Tata Consultancy Services Limited, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** **Lead - ILP** Tata Consultancy Services Limited, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka
BUBANESHWAR **Lead – ILP** Tata Consultancy Services Limited, Barabati, IRC Block, Ground Floor, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** **Lead – ILP** Tata Consultancy Services Limited, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgoan **Lead - ILP** Tata Consultancy Services Limited, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** **Lead - ILP** Tata Consultancy Services Limited, Plot No. A-44 & A-45, Ground, 1st to 5th Floor & 10th floor, Galaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati **Lead – ILP** Tata Consultancy Services Limited, 5th Floor, NEDFi House, G.S. Road, Dispur, Guwahati - 781006,Assam	**Hyderabad** **Lead - ILP** Tata Consultancy Services Limited, Q City, Nanakramguda, Hyderabad,
INDORE **Lead - ILP** Tata Consultancy Services Limited, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	**KOLKATA** **Lead - ILP** Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12, New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium,2nd Floor, Wanderers Building, Delta Park - Lords
KOCHI **Lead - ILP** Tata Consultancy Services Limited, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** **Lead - ILP** Tata Consultancy Services Limited, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane West, Thane, Maharashtra - 400606
NAGPUR **Lead - ILP** Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	**PUNE** **Lead - ILP** Tata Consultancy Services Limited, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra
Trivandrum **Lead – ILP** Tata Consultancy Services Limited, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581	

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Annexure 3

Confidentiality and IP Terms and Conditions

Confidentiality and IP Terms and Conditions - Annexure 3:

1. **Confidential Information**

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

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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2. **Associate's Obligations**
   Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

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

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

5. **Use of third party material**
Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. **Security policies and Guidelines.**
Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

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

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

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9. Equitable Rights

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

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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THEJUS ENGINEERING COLLEGE

Remya Krishna.. J.S <remyakrishnajs@thejusengg.com>

Fwd: Interview Result at BYJU's

1 message

Ms. Bhavya C c <bhavyac@thejusengg.com> Fri, Nov 27, 2020 at 3:49 PM
To: "Remya Krishna.. J.S" <remyakrishnajs@thejusengg.com>

---------- Forwarded message ---------
From: **Jithin K Rajeev** <jithink@thejusengg.com>
Date: Fri, Nov 27, 2020, 3:35 PM
Subject: Fwd: Interview Result at BYJU's
To: Ms. Bhavya C c <bhavyac@thejusengg.com>

---------- Forwarded message ---------
From: **KOCHAPPU CHRISTIAN** <christiankochappu@gmail.com>
Date: Fri, 27 Nov 2020, 3:34 pm
Subject: Fwd: Interview Result at BYJU's
To: <jithink@thejusengg.com>

Begin forwarded message:

From: Muhammad Anas <muhammad.anas@byjus.com>
Date: 1 May 2020 at 5:07:39 PM IST
To: Christiankochappu@gmail.com
Subject: Interview Result at BYJU's
Reply-To: muhammad.anas@byjus.com

Dear Christian Kochappu Paulson,

Congratulations!! We are thrilled to inform that you have been selected for the position of **Business Development Trainee** at **BYJU'S – The Learning App**.

Please reply to this mail to acknowledge and confirm your offer.

Joining Details:

Date of Joining : 07/16/2020

Role Location : Kasargod; Joining Location : Kochi; BDT Training Location : Kochi

Joining Location Address: Kochi: 4th Floor, Thapasya Building, Inside Infopark, Kakkanad, Ernakulam, Kerala 682030

Fixed CTC during training (not inclusive of incentives): INR 300000

CTC post successful completion of Training: INR 10,00,000 (7 LPA fixed + 3 LPA variable)

Details of Business Development Trainee Program: You will be under going Byju's Sales Training for a duration of 3 months. The first 4 weeks of this training will be held at your joining location. Thereafter, the remaining 8 weeks will be an "On-the-Job Training" at the BDT Training Location. You will assessed and monitored during your training program. We are also happy to inform, additional performance incentives will be applicable during your training.

Only on successful completion of training based upon clearing company's expected parameters, will the conversion to the position of Business Development Associate (BDA) with Byjus Learning App will be processed *{at a 10 LPA (7+3) package}*. Only after promotion to a BDA, you will start work at your 'Role Location' *(unless joining and training is being held at your role location itself).*

Further details:

Few information regarding your training and onboarding are given below:

1. All your original academic documents are required for verification. You can find the list of documents to upload and submit within the offer letter itself.

2. Please note without completing the above registration and receiving the offer letter, you are not supposed to report on the date of joining.

3. Your training performance will be thoroughly evaluated during your first 12 weeks with us as that will be an incubation period for your new role.

4. Business formals or business casual attire is mandatory.

5. Accommodation will be provided by the company for the first 5 weeks post joining only to the candidates who are not joining/training at their respective role locations.

About Byju's:

BYJU'S is world's most valuable ed-tech company and the creator of India's most personalised K12 learning app which offers highly adaptive, engaging and effective learning programs for students in classes 4-12 (K-12) and competitive exams like JEE, NEET, CAT, IAS, GRE and GMAT. Launched in 2015, BYJU'S has become the most loved and preferred learning app for students across age groups.

Started by teacher and visionary, Byju Raveendran and his top set of students, BYJU'S aim is to make quality learning accessible, effective, and personalised for everyone. The BYJU'S way of learning provides students a learning platform where they can learn, engage and be excited about charting their own path to discover the world. The learning app brings together the best teachers, technology, content, media for creating a seamless, world-class learning experience for each and every type of learner. Today, BYJU'S has over 33 million registered students and 2.2 million annual paid subscriptions. With an average time of 64 minutes being spent by a student on the app every day from 1700+ cities, the BYJU'S app is making learning enjoyable and effective.

Delivering world class learning experiences, BYJU'S is making learning contextual and visual, and not just theoretical. The app has been designed to adapt itself to the unique learning style of every student, as per the pace, size and style of learning. The learning app is paving the way for new-age, geography-agnostic learning tools that sit at the cross section of mobile, interactive content and personalised learning methodologies.

Till date BYJU'S has raised over USD 700 million from a strong and diverse investor set like - Chan-Zuckerberg Initiative, Naspers, CPPIB, General Atlantic, Tencent, Sequoia Capital, Sofina, Verlinvest, IFC, Aarin Capital, TimesInternet and Lightspeed ventures.

At BYJU'S, we are driven by the motto to encourage students to learn on their own and keep their child-like curiosity alive. So get ready to be a part of the growing family at BYJU'S and be a ***BYJUite*** officially. We hope your journey with us takes you to greater heights creating the best of memories and milestones along the way.

Please visit https://youtu.be/2XeGI5RHypQ for a better insight into the job.

Regards,

MUHAMMAD ANAS
SALES DEVELOPMENT MANAGER
+91 7994909797
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BYJU'S

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Wharton - Reimagine Education Award 2016
CNBC TV 18 Young Turk of the Year 2017
Best Self Improvement App in India 2016
Deloitte Technology Fast 50 India and Fast 500 Asia Award (2012 - 2017)

Letter of Intent - Vyshak S Sekhar - Ref. No.: 9258087

1 message

<careers@wipro.com> Mon 9 Dec, 2019 at 11:50 PM
To: vyshakss98@gmail.com

Campus - Letter Of Intent

09-Dec-2019

Dear Vyshak S Sekhar,

Based on our discussions with you, we would like to inform you of our intent to offer you the role of Project Engineer which will be in the Career Band TRB-II of the organization.

The salary stack for this role is detailed below. Do reach out to us should you have any clarifications.

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

Kindly note this letter of intent, if accepted, shall be followed by a letter of appointment from us.

Please confirm your interest to receive the offer of appointment by accepting the contents of this communication within 15 calendar days. Your communication of interest is a precondition to the issuance of the offer of appointment.

Please login to your Candidate Desktop to Accept or Decline the offer.

Yours sincerely,

For **Wipro Limited**
Sunil Kalachar
General Manager - Global Campus Head

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