Orbees Business Solutions Pvt. Ltd.
Q1, B1, B2, B3, 6th Floor, Cyber Towers, Hitec City, Madhapur, Hyderabad – 500 081. CIN: U72200TG2006PTC049670
Tel: +91 - 040 - 2311 4722, Fax: +91 - 040 - 2311 4723. info@orbees.com | www.orbees.com | www.orbeesmedical.com

13th March 2024
Hyderabad

To

Ms. Aakanksha Dua
B-31, 1135/220, ward no 12,
Street no 9, sarpanch colony, jamalpur,
Ludhiana Punjab - 141 010.

Dear **Ms. Dua**

This has reference to our offer letter dated 30th October 2023. We are pleased to offer you six months paid internship with the full-time employment in our Organization with the following terms and conditions:

1. **Designation:** You will be designated as **Senior Analyst** from the day of full-time employment.

2. **Compensation:** Your gross annual compensation will be Rs. 8,00,000/- per annum (rupees eight lakh only).

3. **Group Mediclaim Insurance:** In addition to the annual compensation, you and your family (spouse and 2 children below the age of 21 years) will be covered under a Group Mediclaim Insurance policy for an amount of two lacs during your service with the Company. The policy will come into force within three business days from your date of joining.

4. **Place of Posting & Reporting:** Your initial posting will be at our Head office in Hyderabad. You will be reporting to the concerned project manager depending on the project you are part of.

   You are required to work on Orbees' projects at its facilities or at its clients' sites depending on the project requirements and the exigencies of project.

5. **Duties and Responsibilities:** You are expected to work with a high standard of ethics, professional integrity, initiative, efficiency and economy. You will need to enhance your skills, knowledge during the course of your employment depending on the project needs.

6. **Conflict of Interest:** During your service with the Company, you shall not hold any office of profit or shall not undertake any employment, consulting or business for profit or with any "for profit" organization directly or indirectly without the express written permission of Orbees' management.

7. **Confidentiality and service agreement:** You are required to sign a separate confidentiality and service agreement along with this Appointment Letter.

8. **Leaves and Holiday:**
   - **a)** You will be entitled to 16 leaves per calendar year and only 8 leaves will be carry forward to the next financial year.
   - **b)** 10 Holidays will be given as decided by the management.
   - **c)** You are required to take prior permission from your immediate supervisor for leave.
   - **d)** You are required to provide medical certificate for 3 or more days of continuous leave without prior permission.

Employer

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Employee

Orbees

9. **Working Hours:** The office timings starts typically from 9:00 AM during normal working days with 9 hour working period excluding lunch and break time which may change depending on the demand/requirement/circumstances/ exigencies of the projects. Orbees encourages flexible working hours so that the employees can be more productive. However, the working hours can be adjusted depending on the project needs at the discretion of the project manager and the employee is expected to adhere to it.

10. **Retirement:** You will retire in the normal course from the services of the Company on attaining the age of superannuation, that is on the day following your 60th birthday.

11. **Background Checks:** Your appointment is subject to necessary reference checks of your experience and education as mentioned by you in your resume or Job Application.

    You will be terminated from the services of the organization if any particulars furnished by you are found to be false or unsatisfactory during the background check which can be done anytime during your employment period.

12. **Taxes:** Orbees will withhold income tax and other statutory deductions as per the rules and regulations of the Income Tax Act and other Acts.

13. **Probation / Confirmation:** You will be on probation for a period of six (6) months from the date of joining, which may be extended based on your performance and organizational needs. During probation period, your services may be terminated by the company without any notice and without assigning any reason whatsoever. You will be deemed confirmed only if you have been intimated in writing.

14. **Employment tenure:** Orbees highly prefers to have long-term relationship with all its employees and strives to establish it.

    Due to the work nature at Orbees, and for employees to be successful in contributing well to the projects, there will be an initial ramp-up time. It takes a certain amount of time for you to develop into a well-rounded employee. Orbees will invest into your growth and improvement by providing training initially and/or during the employment, including on-the-job training. Moreover, due to the nature of relationships we build with our customers and the types of our engagements, our customers prefer to deal with Orbees' project personnel that are seasoned and can deliver with highest quality and professional standards, which comes with a longer employment relationship.

    The training that will be provided by Orbees which could be on-duty /off-duty/on-site/off-site, as may be required from time to time or continuous, will improve the professional standing of the employee and it will be imparted by Orbees at considerable expenditure/investment. Hence all employees are required to work for a minimum period of two years from the date of full-time employment which will be after the completion of six month internship period to recover the expenditure.

    The two-year minimum commitment has been also discussed with you during the interview process. By signing this letter, Confidentiality and Service Agreement, you are acknowledging that you are clear on the two-year unwavering commitment to Orbees and you are committing to serve Orbees for a minimum mandatory period of two years after the completion of internship period.

15. **Separation:** You are required to give three-month notice period. Notice can be given only after completion of the mandatory minimum 2 year tenure. The Company may at its discretion relieve you from such date as it may deem fit even before the expiry of the notice period without any compensation for the unexpired period. However, your relieving will be subject to completion of your work at hand and transferred to the concerned person(s) to the satisfaction of the management.

Employer

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The ... University
Near Sa... Jaipur

Employee

Orbees

You are required to continue working with full commitment during your notice period. You are obligated to return all Orbees or client property either in physical or electronic form, on the last day of your association with Orbees.

If your performance is not to the satisfaction of the Company or for any unethical behavior at any point during your association with Orbees, then the Company reserves its right to terminate your services as per the Company policy.

That in the event of you committing breach of any of the terms of this agreement, Orbees shall seek legal ramifications for the damages it believes it incurred.

16. **Severability:** Each paragraph and provision of this Agreement is severable from the agreement/contract and if one provision or part thereof is declared invalid, the remaining provisions shall nevertheless remain in full force and effect.

17. **Joining Date:** You are required to join as an intern on **18th March 2024** and are requested to intimate 2 days in advance to the HR Department. Your date of full-time employment will be after the completion of six months internship period.

18. **Documents to be submitted:** You are required to submit the following documents. Please initialize all the photocopies.
    a) **Education:** Original and photo copy of all your educational certificates & mark sheets from your 10th standard to highest educational qualification. *(originals will be returned after verification)*
    b) **Resume:** Signed hard copy of your resume.
    c) **Salary Proof:** Salary certificate / latest 2 months pay slip with bank Statement, if you are experienced
    d) **Experience and Relieving Letter:** If you are a experienced professional, please submit your Appointment Letter, Experience Letter and Relieving Letter from your former employer.
    e) **Photograph:** Three latest passport size colour photographs.
    f) **Passport:** Photo copy of your passport with visas and rejections if any.
    g) **PAN Card:** Self-attested photo copy of your PAN card.
    h) **Form 16/16A:** Form 16/16A issued by your recent employer, if any income tax has been deducted from your salary.

We take great pleasure in welcoming you to Orbees and sincerely hope that your employment with us will be long, pleasant and rewarding. Kindly submit the signed copy of this letter.

For **Orbees Business Solutions Pvt. Ltd**

Rakesh Valluru
Senior Manager - Operations

I hereby declare that the information provided by me is correct to the best of my knowledge. I understand that I am liable for action as deemed fit by the Company during my employment with the Company for any misrepresentation of facts. I have read the above terms and conditions of employment and would hereby confirm strict adherence to the same.

Signature:

Aakanksha Dua
Date:
Place:

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Near Sanganer Airport, Jaipur-302029

Employer Employee

Orbees

Salary Break-Up

	Per Annum	Per Month
Gross Annual Compensation	**8,00,000**	**66,667**
Basic	3,20,000	26,667
House Rent Allowance	1,28,000	10,667
Employer Provident Fund	38,400	1,800
Travel & Special Allowance	3,13,600	27,533
Gross Total	**8,00,000**	**66,667**

Take home without income tax	**62,867**

Deductions (p.m.)	
Employee Provident Fund	1,800
Employer Provident Fund	1,800
Professional Tax	200

Total deductions p.m. (excluding Income Tax)	**3,800**

Take Home p.m. (excluding Income Tax)	62,867

Employer

Registrar
The ... University
1, ... Dayal ...
Near Sanganer Airport, Jaipur ...

Employee

SILVERGENIE
your wellness is our wish to fulfil

EMPLOMENT AGREEMENT

This agreement lays down the terms of employment, agreed upon by the employer and Employee. Whether stated explicitly in the agreement or not, both the Employee and the employer have the duty of mutual confidence and trust, and to make only lawful and reasonable demands on each other.

This EMPLOYMENT AGREEMENT (Hereinafter, the "Agreement")is entered into on this 24th day of April, 2024,

BY AND BETWEEN

SilverGenie, a private limited company incorporated under the Companies Act, 2013, having its registered office at F-1167, CR Park, New Delhi 110019 (hereinafter referred to as the "Company" or "Employer", which expression shall, unless repugnant to the meaning or context hereof, be deemed to include all permitted successors and assigns),

AND

Ms. Aakanksha Priya, son/daughter/wife of _____, aged _____years and residing at _____(hereinafter referred to as the "Employee", which expression shall, unless repugnant to the meaning or context hereof, be deemed to include all permitted successors and assigns).

WHEREAS, the parties hereto desire to enter into this Agreement to define and set forth the terms and conditions of the employment of the Employee by the Company;

NOW, THEREFORE, in consideration of the mutual covenants and agreements set forth below, it is hereby covenanted and agreed by the Company and the Employee as follows:

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Your Wellness, is Our Wish to Fulfill

1. Interpretation

In this agreement the following terms shall have the following meanings:

a) **"Confidential Information"** any trade secret or other information which is confidential or commercially sensitive and which is not in the public domain (other than through the wrongful disclosure by the Employee) and which belongs to any Group Company (whether stored or recorded in documentary or electronic form) and which (without limitation) relates to the business methods, management systems, marketing plans, strategic plans, finances, new or maturing business opportunities, marketing activities, processes, inventions, designs or similar of any Group Company, or to which any Group Company owes a duty of confidentiality to any third party and including in particular [*insert specific named items of Confidential Information*];

b) "The Employment" the employment of the Employee by the Company in accordance with the terms of this agreement;

c) "Group Company" the Company, any company of which it is a Subsidiary (being a holding company of the Company) and any Subsidiaries of the Company or any holding company, from time to time;

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... nu Dayal M...
Near ... Airport, Jaip...

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d) "Subsidiary"	a company as defined in section 1159 of the Companies Act 2006;
e) "Termination Date"	the date on which the Employment ceases.

2. Position

a. Upon execution of this Agreement, the Employee would be posted as **Health Coach,** at the Head Office of the Company, in New Delhi.

b. During the term period of this Agreement, the Company may change the Employee's above mentioned post (or position) or location based on the Company's production, operation or working requirements or according to the Employee's working capacities and performance, including but not limited to adjustments made to the Employee's job description or work place, promotion, work transfer at the same level, and demotion, etc., or adjustments made to the Employee's responsibilities without any change to Employee's post (or position).

3. Term and Probation Period

a. It is understood and agreed that the first 180 (one hundred and eighty) days of employment shall constitute a probationary period ("**Probationary Period**") during which period the Employer may, in its absolute discretion, terminate the Employee's employment, without assigning any reasons and without notice or cause.

b. After the end of the Probationary Period, the Employer may decide to confirm the Employment of the Employee, in its sole discretion.

c. After the end of the Probationary Period, this Agreement may be terminated in accordance with Clause 12 of this Agreement.

d. During the said Probationary Period, the employee will be paid a stipend of **INR 35,000 per month**. The Company shall deduct tax at source at the time of making payment. After Probation Period, is successful completed, the employee's

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confirmation will be given in writing. The applicable compensation, on confirmation, is given in Annexure A.

e. The Employee will need to successfully complete of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma subject to the minimum passing percentage/ grade/ rank/ class as determined by the Company, within the Probationary Period.

f. The Employee shall receive salary as given in Annexure A. Such payments shall be subject to such normal statutory deductions by the Employer.

IN WITNESS WHEREOF, the Employee has hereunto set his hand, and the Company has caused these presents to be executed in its name and on its behalf, all as of the day and year first above written.

_____	_____
(Employee)	**(The Employer)**
Name: _____	Represented By:
	Designation: _____

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ANNEXURE A

Name	**Ms. Aakanksha Priya**
Designation	**Health Coach**
Location	**Head office**
Date to Joining	**May 06, 2024**

	Head	Payable	Rs/Month	Rs/Year
A	**Gross Pay**	Monthly	35,000	4,20,000
B	**Performance Based Incentives**	Yearly		40000
		Total CTC (A+B)		**4,60,000**

.....
Employer
Represented By
Designation

.....
Employee

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(144)

MEDICOVER HOSPITALS

Great Place To Work. Certified

07th November 2023

Letter of Intent

Ms. Arya Ashok,
Navi Mumbai, Maharashtra.

Ms. Arya Ashok!

Congratulations!

With reference to your application and subsequent interview with us dated **20th October 2023**, we are pleased to offer you the position of **"Management Trainee"** in the Grade **"E1"** department of **International Business** at **Medicover Hospitals, Navi Mumbai** (A Unit of Sahrudaya Health Care Pvt. Ltd.)

Your remuneration is as mentioned in **Annexure-1**. We would expect you to join on or before **06th May 2024**, beyond which the offer would stand withdrawn, unless a new date is mutually agreed upon, and confirmed in writing.

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

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

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

V. Umamaheswara Rao
V Umamaheswara Rao
Chief Human Resources Officer

I accept the terms and conditions of the offer.
Signature:
Date:

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Annexure-1 (Confidential)

Offered Salary		
Direct Components	**Per Month**	**Per Annum**
Basic	23534	282408
HRA	9414	112968
Advance Statutory Bonus	600	7200
Medical Allowance	2353	28236
Canteen Allowance	2353	28236
Special Allowance	8814	105768
Final Gross (A)	**47068**	**564816**
PF (B)	**1800**	**21600**
Gratuity (C)	**1132**	**13584**
Cost To Company (A+B+C)	**50000**	**600000**

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

V. Umamaheswara Rao

V Umamaheswara Rao
Chief Human Resources Officer

I accept the terms and conditions of the offer.
Signature:
Date:

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VIGORUS HEALTHTECH

U72900RJ2022PTC084695

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Offer Letter

17th January 2024

Hi Aashna,

I hope this message finds you well. Congratulations! We are pleased to inform you that you have been selected for the position of Associate Consultant.

Position: **AssociateConsultant**

StartDate: **18th March 2024**

CTC: **6 LPA (Breakup will be provided in the Agreement)**

Responsibilities:

- Collaborate with team members to analyze and understand client requirements.
- Assist in the development and implementation of strategic solutions.
- Conduct research and analysis to provide valuable insights.
- Effectively communicate with clients and internal stakeholders.
- Contribute to the success of consulting projects by providing exceptional support.

We look forward to welcoming you to the Vigorus Healthtech Private Limited team. If you have any questions or require further clarification, please do not hesitate to contact HR Manager at **hr@vigorushealth.com**

Congratulations, and we anticipate a mutually rewarding professional relationship.

To accept this offer, please sign and return a copy of this letter by **25th January 2024.**

Sincerely,

Vigorus Healthtech Pvt. Ltd. Director

Chanchal Goyal
Director
Vigorus Healthtech private Limited

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Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

www.chikitsa.io

Address

F2 562-A, Block AB, Kings Road, Nirman Nagar, Jaipur- 302019, Rajasthan

Contact

Phone : +917300071283

Email : connect@vigorushealth.com

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Appointment Letter

Ayushi Vinodkumar Chhabadiya

Dear **Vinod,**

We are pleased to appoint you to the position of "**Management Trainee**" at StanPlus Technologies Pvt Ltd effective **14-Jun-24**, on the following terms & conditions.

Employment Agreement:

1. Commencement and continuation of Employment

1.1 Your employment will commence from your joining date as mentioned above and the same will be used for the purposes of calculating your period of continuous employment with StanPlus Technologies Pvt Ltd.

1.2 Your continued employment with StanPlus Technologies Pvt Ltd is subject to a number of factors, including but not limited to the following: (i) satisfactory completion of any checks or verifications (which may include a background check) required by the company; (ii) a determination by the company that the your employment will not give rise to any concerns under the company's Code of Conduct for all employees, including the conflict of interest provisions therein; and (iii) your execution of the Restrictive Agreement (which sets out provisions relating to the protection of the company's and any Group Company's business, including the company's Confidential Information and post-employment covenants).

1.3 Your compensation details are mentioned in "Annexure - A".

2. Reporting Manager

You will report to the **City Head**

3. Work hours & Place of work

3.1 You shall perform the duties on a full-time basis divided over 5 working days per week. (Monday to Friday). Notwithstanding this, you may work such hours and at such times as may be agreed with your reporting manager.

3.2 You may be required to perform work on a weekly off, public holidays and in excess of the usual office hours when such is reasonably necessary for the proper performance of your duties. You shall not be entitled to any additional remuneration or overtime, unless required by local law.

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3.3 You shall perform your duties under this Agreement for the benefit of StanPlus Technologies Pvt Ltd at its premises in **Hyderabad** (base city). Other than the daily commute from your residence to your primary place of work and back, you may be expected to travel for work within or outside of your base city for work and in such a case this will be taken care of by the company as per its local and outstation travel policy. StanPlus Technologies Pvt Ltd is authorized to relocate your workplace to another location, temporarily or permanently, in accordance with business needs to the extent permitted by local law.

4. Probation Period

Following the commencement of your employment you would be on probation for a period of 6 months. Your confirmation at the end of the probation period is subject to the successful completion of the review of your performance. The sole discretion of your confirmation lies with the Company. In the event of unsuccessful probation, where the Company decides not to on-board you as a full-time employee, for reasons such as but not limited to non-performance issues, you would not be required to serve any notice period (unless the company elects to retain your services as per the notice period norms) and shall receive compensation in full only for the period served.

5. Leave

5.1 Annual Leave: You are entitled to **15** working days of annual leave every leave year. These will be accumulated at the rate of **1.25** working days per month at the end of each month.

5.2 Wellness Leave: You are entitled to **9** working days of leave every year that may be used for various wellness purposes including recovery. These will be accumulated at the rate of **0.75** leaves per month at the start of each month. If you are absent from work for any medical reason, you must inform your reporting manager or Human Resources Business Partner (HRBP) before 10:00 am (local time) on the first day of absence. You may also need to provide a valid medical certificate in case of extended absence from work in line with the company's leave policy.

5.3 Other Leaves: You may be entitled to other forms of leave in accordance with local law or the company's leave policy.

5.4 Public Holidays: You will be eligible for national and festival holidays as per the company policy.

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6. Discontinuation of Services

Please note that this employment is for no fixed term, and either the employee or the Company may terminate the employment relationship at any time for any reason in accordance with applicable Company policies and law.

6.1 If the employee resigns from his/her position during his/her probation period, he/she is required to provide a written notice and serve a notice period of 30 days. The Company may elect (but shall not be obliged) to terminate his/her employment prior to the date of completion of his/her notice. The company reserves the right to recover any dues pending if the notice period is not served.

6.2 If the employee resigns from his/her position after confirmation of their services, he/she is required to provide a written notice and serve a notice period of **30** days. The Company may elect (but shall not be obliged) to terminate his/her employment prior to the date of completion of his/her notice. The company reserves the right to recover any dues pending if the notice period is not served.

6.3 Termination With Notice: Subject to any applicable statutory notice period, the company reserves the right to terminate your employment with notice since this agreement may be terminated by either party giving the other party a written notice or making a payment in lieu thereof.

6.4 Termination Without Notice: The company reserves the right to terminate this agreement without notice in the event of any act of gross misconduct or serious breach of the terms of this agreement. Any delay by the company in exercising such right of termination without notice shall not constitute a waiver thereof. The following is a non-exhaustive list of situations in which the company may terminate this Agreement without notice where appropriate.

(a) Serious misconduct, including violations of company policy, the Code of Conduct for all employees, the Employee Handbook and any relevant local addenda, and other applicable policies;

(b) you are expelled, suspended or subject to any serious disciplinary action by a relevant professional body or ceases to meet the requirements of any regulatory body or statutory authority as a result of which the Employee is no longer able to perform all or any of the duties under this Agreement

(c) your material neglect or material failure to perform your job duties and responsibilities

(d) your failure or refusal, after due notice, to comply with lawful policies or directive of the company

(e) your material breach of any contract or agreement with the company, or your material breach of any statutory duty, fiduciary duty or any other obligation that you owe to the company

(f) your commission of an act of fraud, theft, embezzlement or other criminal offence against the company or your engaging in any unprofessional, unethical or other intentional acts that materially discredit the company or are materially detrimental to the reputation, character or standing of the company

(g) your indictment, conviction or guilty plea with respect to any felony

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7. Personal Data

7.1 The Employee acknowledges that the company will collect or receive personal information from or about the Employee in connection with his/her employment relationship with the company. Subject to applicable law, the company will handle such information in the manner described in the company's Employee Privacy Statement, as the company may update from time to time. The Employee acknowledges and agrees to the company's practices as described in the Employee Privacy Statement

7.2 The Employee acknowledges that the company may share his/her personal information with and/or transfer such information to the company's offices or personnel or to third parties.

8. Other Terms & Conditions

8.1 Intellectual Property Rights: All intellectual property rights including but not limited to inventions, designs, architectures, code, ideas, concepts, methods and improvements, or parts thereof, which will be developed by you or jointly with others (whether or not employed by the Company or any associated company) during the course of the employment (whether developed during work hours or on Company premises or any projects prepared on Company laptops or using any other Company assets) and in any way concerning the activities of the Company, shall be the sole property of the Company, to the extent that the Company is not otherwise vested with all of the Intellectual Property Rights, you agree to assign free of cost to the Company all of your rights, titles and interest in the Intellectual Property Rights.

8.2 Confidentiality: Each employee must fully understand and acknowledge that during the course of employment each employee may carry out his/her duties of employment (including but not limited to, a duty of trust and confidentiality and a duty to act at all times in the best interests of the employer), detailed knowledge of and access to confidential information belonging to the Company will be acquired. This confidential information includes the company's proprietary and client-related information and is not limited to intellectual property, new products, operations, procedures and decisions, internal business systems, corporate plans, business methods, maturing new business opportunities, prospects and customers, marketing information and techniques.

8.3 Non-Solicitation: During your employment with the Company and for three (3) months after the cessation thereof, regardless of the reason of cessation of your employment, you will not, directly or indirectly, on your own behalf or on behalf of or in conjunction with any person or legal entity, recruit, solicit, or induce, or attempt to recruit, solicit, or induce, any employee of the firm, to cease their employment relationship with the Company

8.4 Non-Compete: As per the terms of this agreement, during your employment with the Company and for a period of 3 months after the cessation of your employment, either alone or jointly with or on behalf with any other person, directly or indirectly seek to do business with any person who has done business with the Company and/or any associated company as a supplier, customer, client, broker, agent or consultant and with whom the Company and/or the associated Company had dealings during the course of your employment. After the cessation (voluntary or initiated by the Company) of your employment with the Company you would not seek employment with any of the direct or indirect competitors of the Company, in sectors such as but not limited to Emergency, Medical Transport, Ambulance/Corporate Ambulance, Aviation Emergency, Ambulance Technology, Hospital Transport, Corporate OHC etc. for up to a period of 3 Months. Violation of a non -compete agreement will lead to appropriate action by the company proceeding up to a lawsuit.

8.5 Dual Employment: During your employment with StanPlus Technologies Pvt Ltd, you cannot be employed with any other firm, individual or individuals in any capacity such as but not limited to; full-time employment, part-time employment, retainership based consulting, consulting, freelancing or moonlighting. This clause is applicable for both paid and unpaid employment in any of the above categories. In case you are already engaged in any such employment at the time of your accepting an offer of employment from StanPlus Technologies Pvt Ltd, it is your duty to inform the People & Organization team about the same at the earliest. Based on the probability of conflict of interest, the StanPlus Technologies Pvt Ltd may ask you to terminate your agreement with the other employer and

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terminate your services with them. Any violation of the Dual employment policy will lead to immediate termination of employment with StanPlus Technologies Pvt Ltd without any notice as described in other provisions of this employment agreement.

9. Amendments

The Terms and Conditions of this agreement may be amended by the Company from time to time and shall be intimated to you in writing. The terms & condition and your compensation details are not be disclosed with anyone.

10. Governing Law & Jurisdiction

This Agreement shall be construed in accordance with and governed by the laws of India. Each party irrevocably agrees to submit to the non-exclusive jurisdiction of the courts of the city in which the Employee principally performs his/her duties under this Agreement over any claim or matter arising under or in connection with this Agreement.

Sincerely.

Naman Goel

VP - People and Organization

Read and Accepted

Ayushi Vinodkumar Chhabadiya

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Annexure A

Particulars	Annual Salary	Monthly Salary
Basic	1,58,400	13,200
HRA	63,360	5,280
Stat Bonus	13,200	1,100
Special Allowance*	3,32,796	27,733
Gross Pay	**5,67,760**	47,313
Provident Fund	21,600	1,800
Medical Insurance	10,640	887
Variable Pay	1,00,000	-
Total Fixed Cost to Company	7,00,000	50,000
Total Cost to Company	7,00,000	-

-

In addition to the above, you would also be entitled to the following –

- Longevity bonus (one-time) – INR 1,00,000 upon completing 12 months at the company
- Equity – You will receive ESOP grant worth of **INR 2,00,000** as per company policy

As an employee of StanPlus Technologies Pvt Ltd, you would also be eligible for –

- Group Medical Cover (GMC) for self, spouse and up to 2 dependent children – INR 5,00,000
- Group Personal Accident (GPA) Cover – INR 3,00,000
- Group Term Life (GTL) Cover – 36 months of Total Cost to Company as defined above

Retirals:

- Provident fund contribution is calculated @ 12% of an employee's basic salary (subject to a maximum of INR 1800 per month) as employer's contribution and the same amount is deducted from an employee's basic salary as the employee's contribution as per the Provident Funds and Miscellaneous Provisions Act, provides for compulsory contributory fund for the future of an employee after retirement or for their dependents in case of his early death.
- You would be eligible for gratuity as per the Payment of Gratuity Act of 1972, upon separation from the services of the company after a minimum of five years of employment with the company
- You can contribute up to 88% of your basic salary to your Provident Fund account in the form of Voluntary Provident Fund (VPF) by submitting a request on DarwinBox or with the People & Organization team.

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RED.HEALTH

THE EMERGENCY CARE EXPERTS

Note:

- Any tax liabilities arising out of the salary payout shall be deducted at source as per the Income Tax Act, 1961
- Tax computation shall be subject to investment declaration submitted by you
- All the above components and benefits are as per company's policies, which are subject to change from time without a prior intimation
- Professional Tax is subject to your base city

I, _____acknowledge and accept the terms & conditions mentioned above with regards to my compensation and benefits at StanPlus Technologies Pvt Ltd

Ayushi Vinodkumar Chhabadiya
Date:

Place:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

1448

Anita Thapa

From:	*Deepali Yadav <dyadav@jobizo.com>*
Sent:	*23 March 2024 15:01*
To:	*abhishek281194@gmail.com*
Cc:	*N Satheeshkanna; Vinod Tejwani; Anita Thapa; Soumya Shankar; Dr Nikita Sabherwal; Taruna Solanki; Saloni Jatwani*
Subject:	*Jobizo Confidential - Letter of Intent (Dr. Abhishek Singh)*
Attachments:	*Salary Annexure - Dr. Abhishek Singh.pdf; Annexure 1 - IFANflex.pdf*

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Greetings Dr. Abhishek,

Congratulations and Welcome to Jobizo family!!

As per our discussion, we are pleased to offer you the role of **"Recruitment Specialist"** and your date of joining would be effective from **1st April, 2024.**

You are requested to report to Human Resources on your date of joining at **10 AM** for the joining formalities, falling which this offer shall stand withdrawn automatically. You shall be required to submit the documents as mentioned in **Annexure 1** on the day of your joining.

Jobizo has a right to conduct background verification of the documents. Request you to provide correct and viable copies of all the documents.

Appreciate a confirmation for the same by replying on this email and sharing your resignation acceptance email from current organization at the earliest.

The detailed annexure and appointment letter will be shared with you post your joining.

Looking forward to a long association with Jobizo. Thanks!



Deepali Yadav
Executive, Human Resources
Jobizo, Gurgaon, India
E: dyadav@jobizo.com
T: +91-8860738219
Visit us at: www.jobizo.com

Disclosure Statement: https://jobizo.com/privacy-policy/
This e-mail may contain trade secrets or privileged, undisclosed, or otherwise confidential information. If you have received this e-mail in error, you are hereby notified that any review, copying, or distribution of it is strictly prohibited. Please inform us immediately and destroy the original transmittal. Thank you for your cooperation.

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Name	Dr. Abhishek Singh
Designation	**Recruitment Specialist**
Basic Salary	19,933
House Rent Allowances	9,967
Special Allowances	9,967
Provident Fund	1,800
Monthly CTC	41,667
Annual Salary (A)	**5,00,000**
Medical Insurance (B)	**3,000**
Total Annual CTC (A+B)	**5,03,000**

Upto 6 Months : - On Probation. Not Eligible for an appraisal or promotion.

Promotion/ Appraisal as per Annual Appraisal Cycle.

Notice Period : You may resign from your services by serving notice period or salary (CTC) in lieu of notice.

Note: Statutory deductions if any, applicable at any point of time during your tenure with the company shall be deducted from you. All payments under this appointment letter shall be subject to applicable tax such as Income Tax, PT etc.

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JOBIZO

ANNEXURE 1

You are required to bring original & self-attested copies of the following documents for the purpose of verification & joining.

Copies of certificates and mark sheets testifying your educational qualifications and experience.

- Class X & XII Certificate
- Graduation marksheet and certificate
- Post - Graduation (if applicable)
- Appointment letter and experience letter of last 2 companies
- Last 3 months' salary slip of previous company
- Internship Completion Certificate (if applicable)
- Any other additional educational documents (if applicable)
- 1 copy of Aadhar card, PAN Card and Passport/Voter ID card
- Copies of recent passport size photograph with "White background only"

Jobizo has a right to conduct background verification of the documents as a part of Primary Source Verification process. Request you to provide correct and viable copies of all the documents.

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Rhea
Healthcare Private Limited

motherhood
women & children's hospital

23rd January 2024

Ms. Aditi Beniwal
IIHMR, Jaipur

LETTER OF INTENT FOR THE TRAINEE - MEDICAL OPERATIONS PROGRAM

Dear Ms. Aditi Beniwal,

Congratulations!

With reference to your application and the subsequent selection process, we are pleased to include you as part of our "**Trainee - Medical Operations**" program. The Medical Operations Trainee program is specially designed for young talent. You will experience challenging functional stints that will enhance your learning.

On joining, you shall be designated as **'Trainee - Medical Operations'** in **'Rhea Healthcare Pvt Ltd'**. The terms and conditions of the offer are given below.

1. You will initially report for an Orientation & Induction in Bangalore.

2. You are expected to join the Trainee - Medical Operations Program on **15-July-2024**, failing which we will presume that you have no interest in working with us. Accordingly, this offer will be treated as cancelled and withdrawn. The Business hours begin from **09:30 am** on the date of joining.

3. You will be in training for an initial period of **Twelve months.** Based on assessment of your performance during the training period, you may be considered for absorption into the regular cadre of the Company at the sole discretion of the management. Your absorption shall be only by way of written communication issued by appropriate officials in this regard.

4. This letter of intent is conditional and subject to your clearance of the **Pre-employment Medical Examination** by a Medical Officer designated by the company and submission of background verification related documents.

5. Please return the duplicate copy of this letter duly signed indicating your acceptance.

6. Please submit the following at the time of your joining:
   - Documentary evidence of date of birth
   - Attested copies of all educational qualifications (**SSC, HSC, Degree/Diploma**)
   - Four passport size photographs
   - Blood group proof

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- PAN Card copy
- Aadhar Card Copy
- Pre-employment Application Form (if not submitted already)

Please note that all the above documents and information provided by you form the basis of your representation and our offer and the same shall be subject to verification as may be required by the Company from time to time.

You will be required to produce your latest qualification certificate within 90 days from the date of joining.

7. You will be on training for a period of 12 months in the first instance, subject to extension(s), if deemed necessary, at the sole discretion of the Management.

8. This is not a regular letter of appointment but a letter of intent inviting you to be a part of the organization. The formal letter of appointment will be issued at the time of your joining.

9. On completion of your training and based on your performance, you will be deployed in any unit of the Motherhood Hospitals, Pan India, subject to the positions available at that point of time.

10. The Compensation and Benefits Program applicable to your Band is a Cost to Company of Rs.5,00,000/-(Five Lakhs Only). We reiterate that your compensation is a confidential matter between you and the Company, and we reaffirm that the Company shall view any breach of confidentiality with the utmost seriousness.

Please return the duplicate copy of this letter duly signed indicating your acceptance of our terms and conditions, as stated above, within seven days of receipt of this letter of intent.

We once again would like to thank you for your interest in seeking a career with us and hope you will have a fruitful and successful career with us.

Yours sincerely,

For Rhea Healthcare Pvt Ltd

Kod Helen Vardan

Authorized Signatory

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I accept the offer as outlined above,

Signature: _____ Date: _____

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National Health Systems Resource Centre

Technical Support Institution with National Health Mission
Ministry of Health & Family Welfare, Government of India

File: Ref- NHSRC/ADMIN-HR/0202(Volume-1) /627
Date: 15th January 2024

To,

Dr. Prahalad Rai Sudani
President (Officiating Dean IIHMR)
The IIHMR University, 1st Prabhu Dayal Marg
Sanganer Airport, Jaipur
302029

Sub: Result of Campus Recruitment Conducted by NHSRC at IIHMR, Jaipur on 8th January 2024.

Dear Sir,

Reference is made to the offline campus interviews conducted by NHSRC on 8th January 2024 at IIHMR, Jaipur.

We are pleased to inform you that we have selected 4 candidates from your esteemed institute for the position of Intern/Fellow at NHSRC and have also identified 2 candidates on the waitlist.

It is requested that NHSRC may please be informed about the willingness of the selected students to join NHSRC.

We are thankful to the officials of IIHMR, Jaipur for their complete support in the campus recruitment process.

Brig. Sanjay Baweja
Principal Administrative Officer

Enclosure:
List of Selected Candidates

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Address: National Health Systems Resource Centre, NIHFW Campus, Baba Gang Nath Marg, Munirka, New Delhi 110067
Phones: +91-11-26108982/83/84/92/93, Fax: +91-11-26108994, E-mail: nhsrc.india@gmail.com, Website: www.nhsrcindia.org

List of Selected/ Waitlist Candidates

Selected for ED Secretariat Division, NHSRC
1. Dr. Pragya Verma (Select)
2. Dr. Nameesha Singla (Waitlist)
Selected for Knowledge Management Division, NHSRC
1. Mr. Avik Ghosh (Select)
2. Dr. Surbhi Jain (Waitlist)
Selected for Quality and Patient Safety Division, NHSRC
1. Dr. Aditi Sharma (Select)
2. Dr. Surbhi Jain (Select)
3. Ms. Janhavi Singh (Waitlist)

15/01/24

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Terms of Reference
Fellow – Quality and Patient Safety Division, NHSRC

National Health Systems Resource Centre (NHSRC) has been set up under the National Health Mission (NHM) as an autonomous registered society, to provide technical assistance and capacity building support to the states for strengthening the public health system. The NHSRC is also mandated to contribute towards National strategic health planning and programme design.

If you have a commitment to health equity and excellence, here is a unique chance to work with a team committed to shaping the public health landscape in India. The position offers you an opportunity to participate in the process of strengthening primary health systems, improving health service delivery and enabling positive health outcomes, through hands on implementation assistance at national, state and district levels. Working with NHSRC's trans disciplinary team, you can discover, adapt, co-create and test solutions to multiple challenges related to service delivery systems, primary health care, human resources for health, community processes, health financing, quality of care, public health planning and health promotion.

This is an opportunity to support health systems strengthening at scale, learn from district and sub district implementation, undertake knowledge translation, and enable realization of the vision of universal health coverage.

NHSRC seeks to recruit a Fellow/intern purely on contractual basis to extend his or her support to the Quality and Patient Safety division of NHSRC. The fellow/intern will work under the supervision of Senior Consultant Quality and Patient Safety, and under the overall guidance of Advisor, Quality and Patient Safety.

Roles & Responsibilities:

- Support states in implementing Quality and Patient Safety components as required at National and State Level.
- Assess and document state and district level innovations In Quality and Patient Safety For Scaling Up.
- Undertake periodic field visits to states and districts to review programme implementation in the States, identify implementation challenges and support states in charting appropriate solutions
- Contribute to writing program specific operational guidelines; technical and policy briefs, training material, reports, case studies, monitoring checklists/protocols etc.
- Support in undertaking operational research and impact assessments for improving design of CP and CPHC interventions.
- Undertake such other assignments, which may be assigned by from time to time by the Advisor CP-CPHC

Qualification
Essential: Possess Post graduate degree or diploma in:

- Post Graduate Degree/Diploma in Public Health
- Post Graduate Degree/Diploma in Epidemiology

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- Post Graduate Degree/Diploma in Public Health Administration or Hospital administration.

- Excellent communication and presentation skills, analytical and interpersonal abilities.
- Excellent oral and written communication skills in English.
- To be able to meet stringent deadlines at short notices and operate in an evolving environment
- Willingness to travel to states & districts to collect technical information and ability to subsequently synthesize information into research evidence.

Desirable:
- Working knowledge of Hindi / other major regional language
- Demonstrated ability to work in a multi-disciplinary team environment.

Tenure: One Year (Fixed-Term contract)

Location: New Delhi with willingness to travel to states and districts

Remuneration Range: For Interns Rs. 45,000/-per month & Fellows Rs.50,000/-per month.

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cloudnine

Date: **Mar 16, 2024**

Dear Dr. Akankhya Jena,

Congratulations! You've landed on Cloudnine!

We are delighted to offer you the position of **"Asst. Manager - Operations"** in the **"Center Management Team"** department.

On Cloudnine, we are continually scouring the country for bright, young talent who can infuse our brand with new blood, energy and spirit. We are a community of vibrant minds and kindred souls. And we'd love for you to be a part of it. We found that your experience and outlook meshes well with the skill sets we are looking for in this role, and we look forward to the value that you can add to our organization.

As and on Cloudnine, our organizational fabric is seamed together by four intrinsic values: Respect, Innovation, Customer Centricity and Integrity. We pride ourselves on being an organization that is equally outward and inward looking, channeling the energies harboured within us to our customers and well-wishers.

Our brand is also deep-seated in a guiding trinity we've christened the 3C's: comprehensive care, clinical excellence and celebration. These principles lead the Cloudnine way beautifully, marrying superior care with little flashes of delight. Just as surely as the 3Cs are exemplified towards guests, they are mirrored towards employees. Our organization is rooted in superlative employee satisfaction and care, and the celebration of milestones big and small. Our work is tightly tethered to passion and play, and we love what we do. We cherish each day, and we want you to do the same.

There's only one step left before we embark on this brand-new, exciting journey. By accepting this offer letter, you can take your first step on Cloudnine. We promise you a treasure trove of new experiences that will keep you on Cloudnine for a long time to come.

You are requested to join us on or before **April 01, 2024**,
This job offer is contingent upon the following:

1. Completion of a satisfactory background check.
2. Satisfactory reference checks.
3. Execution of an employment/non-compete/confidentiality agreement.
4. Satisfactory Health checks.

For any questions, please feel free to respond to this email and I'll be happy to address them for you.

Yours sincerely,

Sofia Joseph
Head–Human Resources

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Near Sanganer Airport, Jaipur-302029

cloudnine

Date: **Mar 16, 2024**

Dr. Akankhya Jena,

Annexure-I

	Monthly	Annualized
Earnings		
Basic + DA	20308	243696
HRA	10154	121848
Special Allowance	20308	243696
Gross Earnings	50770	609240
Retirals		
PF Contribution (Employer)	0	0
Meritorious Contribution	977	11724
Statutory Bonus		
Advance Statutory Bonus **	1516	18192
Performance Linked Pay		
Performance Linked Pay *	5077	60924
Incentive	0	0
Cost to Company		
Cost to Company	58340	700080
Deductions		
ESI Contribution (Employee)	0	
PF Contribution (Employee)	0	
Professional Tax (Employee)	200	
Total Deductions	200	
Monthly Take Home ***	52086	

*** Performance Linked Pay and Meritorious Contribution as per policy.**
**** Monthly Advance Statutory Bonus paid against Annual Statutory Bonus amount.**

***** Take Home is before Income Tax and excluding Performance Linked Pay and Health Insurance Deductions**
- **Applicable tax to be borne by the employee.**
- **Health Insurance Coverage for Self and Family & Accident Insurance Coverage for Self as per policy and deductions made at actuals.**
- **Special Allowance may be allocated to reimbursement options detailed below.**

Reimbursement Options	Annual Limit
Food Coupons	Rs. 30,000

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Infosys®
Navigate your next

October 8, 2024

Mr. Akash Sagar
H No 129, Street No 07, D -Block, Dayalpur,
Karawal Nagar Road,
Delhi-110094
India
Ph: +91-9717501641

Dear Akash,

Welcome to Infosys!

At Infosys, our purpose is to amplify human potential and create the next opportunity for people, businesses and communities. Our employees are key to realizing this. It is our continuing ambition to find and retain people who believe in our values and share our desire to build a great company.

It is therefore with great pleasure that we offer you the position of **Associate Consultant** with Infosys Limited (hereinafter referred to as **"Company"** or **"Infosys"**).

Please see enclosed the offer of employment.

The offer of employment shall remain valid for a period of 14 (fourteen) calendar days from the date of the offer of employment unless withdrawn by the Company at any time before your explicit acceptance.

The offer of employment shall be deemed to have been rejected by you, in the event : (i) you fail to communicate your acceptance to the offer within 14 (fourteen) calendar days from the date of the offer of employment where you have not been granted any extension of time by Infosys to communicate your acceptance; or (ii) you notify Infosys in writing that you are rejecting the offer of employment or (iii) you do not join the Company at the Location specified below or any other location that may be informed to you.

Please note that all the employees of Infosys are required to be double vaccinated against Covid-19 unless an exemption exists, for which satisfactory medical evidence will need to be submitted to Infosys at the time of joining.

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

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

Warm regards,

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

INFOSYS LIMITED
SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village
Singapore Township PO, Ghatkesar Mandal
Rangareddy District, Hyderabad 500 088, India
T 040 40600000
F 040 666341356

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

Company Confidential - This communication is confidential between you and Infosys Limited

HRD/1007855296/24-25

October 8, 2024

Mr. Akash Sagar
H No 129, Street No 07, D -Block, Dayalpur,
Karawal Nagar Road,
Delhi-110094
India
Ph: +91-9717501641

Dear Akash,

The details of your offer of employment with the Company, are mentioned below:

1. Role Designation : Associate Consultant

2. Role : Associate Consultant

3. Job Level : 4

4. Joining Date

Your scheduled date of joining the employment is **October 14, 2024** .

5. Location

Your location for employment is **HYDERABAD (SEZ)** , SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village Singapore Township PO, Ghatkesar Mandal Rangareddy District, Hyderabad 500 088, India.

You may be asked to relocate to any of the Company`s units, departments or the offices of the Company`s affiliates* and/or the offices of the Company`s customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant policies of the Company in that work location.

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

**For the purpose of this offer of employment, `Affiliate` means an entity that controls, is controlled by, or is under common control of the Company. `Control` includes the right to appoint majority of the directors or to control the management or policy decisions exercisable by a person or persons acting individually or in concert, directly or indirectly by virtue of their shareholding or management rights or shareholders agreements or voting agreements of in any other manner.*

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INFOSYS LIMITED
SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village
Singapore Township PO, Ghatkesar Mandal
Rangareddy District, Hyderabad 500 088, India
T 040 40600000
F 040 666341356

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

Company Confidential - This communication is confidential between you and Infosys Limited

6. Probation and Confirmation

You will be on probation for a period of 6 (six) months from the date of joining the Company. During your probation, you will be continuously assessed for your suitability to continue in service. In evaluating your suitability, your adherence to the Company policies and applicable laws will also be considered. Notwithstanding anything stated herein, and without limiting the rights of the Company, the Company would be entitled to terminate your services immediately without any notice during your probation, for the occurrence of any action/omission, including but not limited to the following:

(a) for failure to submit the documents required by the Company, details of which are enclosed in Annexure - IV;

(b) for failure to pass background checks to the satisfaction of the Company, including inability to prove employment with previous employers (i) by way of submission of statement of bank account which evidences salary payments by the previous employer, or (ii) statement of provident fund account which evidences contribution of provident fund by the previous employer, or (iii) submission of Form 16/Income tax returns filed, as issued under the Income Tax Act, 1961 or any other applicable law;

(c) for failure to perform the duties that you are capable of performing and as required by the Company;

(d) for any action/omission which may render you unsuitable for the role, as determined by the Company; and

(e) for any other reason, as considered appropriate by the Company.

Your probation shall be confirmed only upon a written communication from the Company.

7. Duties

You will perform day to day duties and activities in accordance with the job description for your Role, as well as other duties you are capable of performing, as required by the Company.

Your position, duties and reporting lines may be changed by the Company as required, from time to time, and you will be informed in writing of those changes.

Unless you are informed otherwise, these terms will continue to apply to you, even though your position, duties and reporting lines may change.

8. Leave

You are entitled to earned leave, right from your date of joining. You will be eligible for 15 (Fifteen) working days of leave annually, during probation. On confirmation, you will be eligible for 20 (Twenty) working days of leave annually.

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

The Company`s policies also provide for Maternity, Paternity and Bereavement leave. Further details will be provided to you at the time of joining.

9. Promotion and Progression

The Company is committed to a performance-based culture. Career progression and increments in your salary will depend significantly upon your performance and demonstrated achievement of agreed business outcomes and desired professional behaviour. A formal assessment of your performance will be periodically conducted in line with the Company`s performance appraisal process with which you will be required to become familiar with, and in which you will need to participate.

10. Compensation and Benefits

Salary

Your Fixed Salary including retirals will be **INR 63,751 per month** and Total Gross Salary inclusive of the Performance Bonus and retirals will be **INR 70,834** per month. Your salary is based on the work performed by you and includes an amount to compensate you for any reasonable additional hours worked by you. The break-up of your salary has been provided in the Compensation Details sheet at Annexure - I.

Basket of Allowances (BOA)

The Basket of Allowances is part of your Fixed Salary.

You will have the flexibility of choosing the components of your BOA and the amounts under each of such components that you have chosen, as per the options provided to you on the Company`s intranet.

Performance Bonus

You will be eligible for a Performance Bonus (as per the Company`s Bonus Plan) of **INR 7,083** per month, at a maximum payout of 100%. The Company operates a non-contractual Bonus Plan linked to your performance, Company`s performance and your unit / department`s performance. Any Performance Bonus amount awarded shall be entirely at the discretion of the Company. The Company reserves the right to amend the non-contractual Bonus Plan at any time. The break-up of your salary has been provided in the Compensation Details sheet at Annexure - I.

Guaranteed Performance Bonus

For the first 6 (six) months of your employment with the Company, you will be paid **50%** of your Performance Bonus amount as mentioned in the above clause (Performance Bonus), as a Guaranteed Performance Bonus. The Performance Bonus mentioned in above clause is inclusive of, and not in addition to Guaranteed Performance Bonus.

Ex - Gratia / Bonus

You will be eligible for an ex - gratia/ bonus payout which is calculated at 20% of the basic salary as mentioned in the Compensation Details sheet at Annexure - I of this offer of employment. The mode of payment will be as follows:

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Rabbu Dayal Marg

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

National Pension Scheme

The Company offers all India based employees the option to contribute towards the national pension scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks.

Insurance

Health Insurance: You will be eligible to participate in a Group Health Insurance Scheme and covered by default under the standard health insurance plan as per the applicable Company Health Insurance Policy. You may also choose to enhance the benefits with other participatory optional health insurance plans.

Life Insurance: You will be covered under the Group Life Insurance Scheme, managed by Infosys Employee Welfare Trust (**"Trust"**). The Trust is established for the benefit and welfare of the employees of the Company and provides assistance to the employees in various forms including but not limited to extension of medical facilities. All employees become members of the Trust, by a one-time payment of **INR 250** and a fixed monthly contribution of **INR 325** which may increase from time to time. You hereby provide consent for such amounts to be deducted from your monthly salary.

The details of the scheme(s) would be available to you when you join the Company.

11. Work Health and Safety

11.1. You agree to comply with all the directions and instructions emanating from the Company regarding health and safety and shall also take all reasonable steps to ensure that you do not undermine your health and safety or the health and safety of any other person during the period of your employment with the Company.

11.2. You hereby acknowledge and agree that you are medically fit, at all times, to discharge the role and duties entrusted to you by the Company. In the event, the Company has any concerns about your fitness to work at any point in time, the Company may require you to consult and/or undergo a medical examination with a registered medical practitioner as nominated by the Company. You hereby agree to provide the Company with a copy of any such medical reports/results and/or authorize the Company to communicate with the concerned medical practitioner regarding your fitness to return to work. In the event, you are declared medically unfit to discharge your role and duties by a registered medical practitioner or you fail to discharge your role and duties on account of your continued ill health/prolonged illness, your employment may be terminated in accordance with the Company procedure.

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11.3. You hereby acknowledge and agree that in the event you contract any infectious or contagious disease, you will immediately report this information to your manager and/or the BP-HR and upon the Company`s direction, you shall not enter the office of the Company or that of the customer, until permitted to return. The Company also reserves the right to refuse entry into the workplace to any individual who is deemed by the Company to be unfit at its sole discretion, in the interest of providing a safe and hygienic environment for all the employees and third parties visiting the workplace. You hereby agree that during such period when you are not working, you will be on earned leave and upon exhaustion of the earned leave, on unpaid leave.

11.4. You may be required to provide the Company with a medical certificate from a registered medical practitioner to verify a leave claim made on account on sickness.

12. Notice Period and Termination of Employment

Prior to the commencement of your employment with the Company, this offer of employment may be terminated by the Company without any notice to you.

During your probationary period and post confirmation of your employment with the Company, you will be required to give 3 (three) months` notice or salary thereof in case you decide to leave the services of the Company, subject to the Company`s discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the 3 (three) months` notice period. Similarly,the Company can terminate your services with immediate effect and on such termination the Company can give you 3 (three) months` notice or salary thereof.

Your services can be terminated without notice or payment in lieu of notice, at any time, for the occurrence of any of the below act(s)/omission(s), including but not limited to the following:

(a) engagement in misconduct;

(b) loss of confidence by the Company;

(c) engagement in any conduct which brings or may bring the Company into disrepute;

(d) convicted of an indictable offence or enter a plea of guilty to a charge brought for an indictable offence;

(e) in any other circumstance, in which the Company has the right to do so in accordance with the applicable law in force, including any significant breach of the terms and conditions of your offer of employment and/or breach of the Company policies.

13. Garden Leave

The Company may place you on paid leave and direct you to comply with all or part of the following in such circumstances including but not limited to, following the notice to terminate your employment by either party:

(a) not to perform any duties for part or all of the notice period or be employed or engaged in the conduct of any activity of the Company;

(b) not to enter the premises of the Company;

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(c) not to contact or have any communication with customers, prospective customers, employees, consultants, prospective investors, suppliers, distributors, shareholders, agents, representatives or other business contacts of the Company; and/or

(d) remain available to be called upon during your ordinary hours of work as specified by the Company.

During such period, the Company may appoint 1 (one) or more persons to replace you in the performance of the duties of your position.

During such period, the Company shall continue to pay you, your salary and provide your contractual benefits, but shall have no obligation to provide you with any work or opportunities to earn/accrue incentives/commission over and above your salary and all duties of your employment (express and implied) will continue, including but not limited to your duties of fidelity, good faith and exclusive service.

14. Termination Obligations

If your employment is terminated, then you must immediately return all confidential information and any other property of or relating to the Company or the customer, subsidiary or associated companies of the Company which you may have, without retaining any copies of the same.

On termination of your employment for any reason:

(a) you must repay all the monies owed to the Company;

(b) the Company will pay all entitlements owed to you; and

(c) the Company can, to the maximum extent permitted by law, withhold and set-off any amount owed by you under sub-clause (a) from or against any amount owed to you under sub-clause (b).

In the event your employment is terminated due to misconduct while on secondment, to an affiliate of the Company, or any third party, then your employment with the Company shall also stand terminated.

You hereby acknowledge and agree that any statutory or other `last in, first out` rule or any modification thereof shall not apply to you in the event of termination of your employment with the Company for any reason.

15. Deductions

During the course of your employment, you authorize and permit the Company to make any deductions, as required, from your salary in accordance with the applicable law and Company policies. The deduction can include but not be limited to: (a) personal calls made through phone provided by the Company; (b) personal expenses incurred on a Company-issued credit card; (c) recovery of any owed amounts to the Company; (d) personal use of Company-provided facilities; (e) recovery of any tax amounts paid by the Company.

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16. Background checks

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

You acknowledge and agree that the aforementioned information and/or documents provided by you to the Company are true, complete and correct and you have not withheld any information from the Company that would affect your ability to successfully carry out your employment with the Company.

If you fail to submit the necessary information and/or documents as required by the Company within the specified time period or if the Company is not satisfied with the outcome of the background checks, or if the Company finds at any time that any information and/or documents given by you are not correct, true or complete in all respects, the Company may at its discretion and to the fullest extent permitted by applicable law, revoke this offer of employment prior to your acceptance, or terminate your employment without notice or payment of compensation.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information and/or documents including but not limited to: (i) statement of bank account which evidences salary payments by previous employer, or (ii) statement of provident fund account which evidences contribution of provident fund by previous employer, or (iii) submission of Form 16/Income Tax Returns issued/filed under the Income Tax Act, 1961 or any other applicable law, or (iv) proof of submission that your Aadhaar number is linked with your Universal Account Number (**"UAN"**) as issued by the Employees` Provident Fund Organisation, India.

Please note that the Company requires you to furnish a copy of your passport at the time of joining.

17. Conflict of Interest

You agree to cease any existing engagement, whether full-time or part-time, as director / partner / member / employee / sole proprietor of any other organization / entity / sole proprietorship engaged in any form of business activity or public or charitable endeavour prior to joining the Company. You agree to ensure that your last working day with such organization/entity, whether full-time or par-time, is at least one working day prior to your start date with the Company.

You agree not to be, whether full-time or part-time, a director / partner / member / employee / sole proprietor of any other organization / entity / sole proprietorship engaged in any form of business activity or public or charitable endeavour, at any time during the course of your employment with the Company, without the written consent of the Company and to avoid situations that may lead to absenteeism, tardiness, conflict of interest or poor job performance. The consent may be given subject to any terms and conditions that the Company may think fit and such consent may be withdrawn at any time at the discretion of the Company.

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18. Other terms and conditions

18.1. You agree that your primary graduate educational degree and where applicable your post-graduate educational degree which are relevant to the role offered to you is secured under a regular full-time program and not through any distance learning and/or part time program. You further agree and acknowledge that all your educational degrees are secured from educational institutions approved by University Grants Commission (UGC)/ All India Council for Technical Education (AICTE)/ Association of Indian Universities or such of its successors. The Company reserves the right to recognize any educational degree or diploma secured from any other educational institution, in its sole and absolute discretion.

18.2. You hereby agree to provide the Company with the information and/or documents, as required, to enable the Company generate a UAN at the time of joining the Company where you do not have an existing UAN.

18.3. You hereby acknowledge and agree that, at all times during the course of your employment with the Company, you will act in compliance with your obligations under Section 142 of the Code on Social Security, 2020 or such other law, which requires you to establish your identity through your Aadhaar number provided to you under the provisions of the Aadhaar (The Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 or any other law in force for time being.

18.4. Subject to applicable laws, you shall communicate to the Company within a period of 2 (two) working days, in the event of any change in your citizenship status and/or your ability to lawfully work in India. Subject to applicable laws, you also consent to and agree that the Company may, at any time during your employment, perform a check on your citizenship status, and confirm your right to work in India.

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

18.6. You hereby agree that based on the nature of your work and business requirements, you may be required to work on rotational shifts including night shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company will be made applicable to you.

18.7. You hereby agree and acknowledge that, at all times during the course of your employment with the Company, you will physically report to work at your location for employment, as mentioned in Clause 5 of this offer of employment, unless otherwise communicated to you by the Company. In the event, you fail to physically report to work at your location for employment in disobedience of the Company`s direction to report to work without any justifiable reasons, the Company reserves the right to initiate appropriate action against you.

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18.8. The Company may at any time or times, in the event of a fire, catastrophe, natural or man-made disasters, breakdown of machinery, communication equipment, statutory restrictions, failure / stoppage of the power supply, epidemic, pandemic, civil commotion, shortage of orders or other trade reason, financial difficulty, economic conditions, or any other cause which is beyond the reasonable control of the Company, suspend work, close down any department or departments wholly or partially for any period or period. You hereby agree to be on earned leave and upon exhaustion of the earned leave, on unpaid leave for the period you have been laid off by the Company.

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

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

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

18.12. The waiver by the Company of any breach of any term of this offer of employment will not prevent the Company from subsequently enforcing that term and it will not be deemed a waiver of any subsequent breach.

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

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

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

Yours sincerely,

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

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

Date: _____, 20_____

_____
Sign your name

_____ _____
Insert your name Location

Annexures: Compensation Details (Annexure I)
Customer Connection Agreement (Annexure II)
Confidentiality and Intellectual Property Rights Agreement (Annexure III)
List of Documents (Annexure IV)

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

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ANNEXURE - I

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Mr. Akash Sagar**
ROLE	**Associate Consultant**
ROLE DESIGNATION	**Associate Consultant**

1. MONTHLY COMPONENTS	
BASIC SALARY	31,880
BASKET OF ALLOWANCES	20,136
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	6,057
MONTHLY SALARY	**58,073**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	319
FIXED SALARY (1+2)	**58,392**

3. PERFORMANCE BONUS	Performance Bonus Amount as mentioned in Clause
PERFORMANCE BONUS	**7,083**

TOTAL GROSS SALARY (INCLUSIVE OF PERFORMANCE BONUS) (1+2+3)	**65,475**

4. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	3,826
GRATUITY - 4.81% of Basic Salary*	1,5
COST TO COMPANY (1+2+3+4)	**70,834**

OTHER BENEFITS

Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SOFT LOAN	Fifty Thousand (without security)	@7%	12	Nil

All the above benefits are as per Company's policies,which are subject to change from time to time.The Company in its sole and absolute discretion can restructure the components of the Fixed Salary, without changing the Total Fixed Salary. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.

* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act or the Code on Social Security, 2020, as may be applicable.

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ANNEXURE - II

CUSTOMER CONNECTION AGREEMENT

I _____ accept employment with Infosys Limited (**"Infosys"**).

I hereby acknowledge and agree that, for a period of six (6) months following the termination (whether voluntary or involuntary) of my employment with Infosys for any reason, I will not work for or provide any services to a Customer, either directly or indirectly in any Capacity.

For the purposes of this Customer Connection Agreement (**"Agreement"**):

"Capacity" shall include working for or providing any services as an agent, consultant, director or employee to the Customer and/or to any contractor or any supplier of the Customer.

"Customer" means any person, firm or entity or its affiliates or its successors-in-interest, who is a client of Infosys and/or its affiliates and with whom I had worked or dealt in a professional capacity at any time during the twelve (12) months immediately preceding the termination of my employment with Infosys.

Employee Signature:

Employee Name: Akash Sagar

Acknowledged by Infosys Limited:

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally signed
Location: Bangalore

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ANNEXURE - III

CONFIDENTIALITY AND INTELLECTUAL PROPERTY RIGHTS AGREEMENT

This Confidentiality and Intellectual Property Rights Agreement (hereinafter referred to as **"Agreement"**) is entered into on October 14, 2024 (hereinafter referred to as **"Effective Date"**), at H No 129, Street No 07, D -Block, Dayalpur,, Karawal Nagar Road, , DELHI by and between:

Infosys Limited, having its registered office at No. 44, Hosur Road, Electronics City, Bengaluru, Karnataka (hereinafter referred to as the **"Company"**)

AND

Akash Sagar, residing at H No 129, Street No 07, D -Block, Dayalpur,, Karawal Nagar Road, , DELHI (hereinafter referred to as **"Employee"**)

RECITALS

1. The Company and the Employee are entering into, an employment relationship.

2. In the course of that relationship, the Employee may gain access to or use confidential information and other valuable and protectable information of the Company and its customers, suppliers or vendors.

3. The Employee agrees to deal with confidential information in accordance with the terms of this Agreement.

In consideration of the employment provided by the Company and other mutual promises and agreements contained herein below, the receipt and sufficiency of which are hereby acknowledged, the Company and the Employee agrees as follows:

1. CONFIDENTIAL INFORMATION

1.1 Confidential Information means and includes non-public information and information which is confidential including proprietary information and other information related to the business of the Company, its affiliates or any third parties with which the Company associates such as customers, suppliers, whether or not such information is expressly marked or designated as confidential information and includes but is not limited to:

(a) trade secrets; financial information; contracts; technical data; business data; customer lists, supplier lists; information relating to the management, personnel, strategies or policies of the Company and systems processes, methods, pricing and products of the Company.

(b) Information created or developed by the Employee in the course of employment with the Company, including the strategies, correspondence, reports, articles and other documents, artwork plans, designs, software and discoveries.

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(c) information supplied by, relating to or confidential to any other persons.

(d) information that has an actual or potential value to the Company, where the Employee has received, created or developed that information: (i) in the course of employment with the Company (whether or not prior to the date of this Agreement); or (ii) as a result of, or aided by, the existence of an employment relationship with the Company or any of its related body corporates, whether existing or having ceased to exist.

(e) any information which could be reasonably expected to be considered as confidential.

(f) any copies, summaries or notes of confidential information and any other materials incorporating, or derived from, confidential information.

1.2 Confidential information does not include any information that is, or becomes, public knowledge without any fault of the Employee.

1.3 The Employee`s obligations under this Agreement shall cease to apply in respect of any confidential information the disclosure of which is required under the applicable law in force or pursuant to a valid order of a court of competent jurisdiction or an authorized government agency, provided that the disclosure does not exceed the extent of disclosure required by such law, regulation, or order.

2. CONFIDENTIALITY OBLIGATIONS

2.1 The Employee agrees and acknowledges that during the course of his employment with the Company, the Employee shall use and have access to confidential information that are not a matter of public record, solely by virtue of his employment and for the purpose of enabling the Employee to discharge his obligations towards the Company as an employee.

2.2 The Employee agrees and acknowledges that the confidential information will not be disclosed by him to any person without the prior written approval of the Company. The Employee must not disclose confidential information to another employee of the Company except on a need-to-know basis and only with the prior approval of the reporting manager of the Employee.

2.3 The Employee agrees to maintain strict confidentiality in respect of all the confidential information both during his/her employment and subsequent to his/her employment with the Company.

2.4 The Employee must take all reasonable precautions to prevent an unauthorised disclosure of confidential information, including the following:

(a) the Employee must at all times store confidential information safely and securely; and

(b) the Employee must not remove confidential information from the premises at which it is stored except where it is necessary to do so.

2.5 The Employee agrees to assist in any legal proceedings initiated to protect confidential information.

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2.6 The Employee shall, upon termination of his employment or at the request of the Company, immediately deliver all media embodying confidential information that is in the Employee`s possession, custody or control, without retaining a copy of the same.

2.7 The Employee agrees to comply with any other reasonable obligations relating to confidential information, as required from time to time by a customer or supplier or vendor of the Company.

3. INTELLECTUAL PROPERTY RIGHTS

3.1 The Employee further agrees that all copyright, ownership and intellectual property rights in any work of any nature carried out by him during the course of his employment with the Company shall vest with and remain with the Company, customer, or supplier as the case may be. The Employee agrees that he will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a `Work Made for Hire`, the Employee agrees to and does hereby assign to Company all of his right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights which relate in any way to the business or contemplated business, research, or development of the Company. The Employee further acknowledges and agrees that the Company may, in its sole discretion, assign to third parties all such intellectual property rights.

3.2 The Employee agrees that he shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by him during the course of his employment, belonging to the Company, customers, or suppliers as may be the case. The Employee agrees to maintain strict confidentiality in respect of all such intellectual property rights both during his employment and subsequent to his employment with the Company.

3.3 Both during the term of this Agreement and thereafter, the Employee agrees to fully cooperate with the Company in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by him under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Company all documents or papers that may be requested by the Company to enable the Company or customers, or suppliers of the Company to create, establish, publish or protect said intellectual property rights.

3.4 If requested by the Company, the Employee agrees to promptly return to the Company all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Company, including, but not limited to, all confidential information, all of which the Employee recognizes is the sole and exclusive property of the Company.

4. GENERAL

4.1 Survival: The Employee`s obligations under this Agreement shall survive indefinitely, notwithstanding any termination of the Employee`s relationship of employment with the Company.

4.2 Notification to new employer: In case the Employee leaves the employment of the Company, he hereby acknowledges and grants consent to the Company to notify to his new employer about his rights and obligations under this Agreement.

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4.3 Non Solicitation of other employees: The Employee hereby acknowledges and agrees that for a period of 12 (twelve) months immediately following the termination of his relationship with the Company for any reason, whether with or without cause, he shall not either directly or indirectly solicit, induce, recruit or encourage any of the Company`s employees to leave their employment, or take away such employees, or attempt to solicit, induce, recruit, encourage or take away employees of the Company, either for himself or for any other person or entity.

4.4 Notification to the customer: In case the Employee`s employment with the Company is terminated (whether by the Company or by him), or his engagement with a particular customer is terminated or changed by the Company, the Employee hereby acknowledges and agrees that the Company shall be solely responsible for notifying the concerned customer of the Company of the fact, timing, and details of such termination or change.

In addition, in the event that the Employee decides to terminate his employment with the Company, the Employee acknowledges and agrees that he will first notify the Company of his resignation before discussing it with any customer of the Company, and will desist from any such discussions until the Company has had a reasonable period of time to notify its customers of the same.

4.5 Ability to enter into Agreement: The Employee hereby represents and warrants to the Company that he is not a party to or otherwise bound by any agreement that may, in any way, restrict his right or ability to enter into this Agreement or otherwise be employed by the Company. Additionally, the Employee hereby acknowledges and agrees that he will not reveal to the Company, or otherwise utilize in his employment with the Company, any proprietary trade secrets or confidential information of any previous employer.

4.6 Rules and Regulations of the customer and the Company: The Employee acknowledges that during the course of his employment with the Company, he may be deputed on specific project/projects of customers. The Employee hereby agrees that during such deputation he will fully, punctually and to the satisfaction of the Company and such customers comply with all the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters, as may be prescribed by such customers.

The Employee further agrees to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Company and at customer sites. The Employee agrees to adhere to the specific security measures at the customer sites unequivocally and to the satisfaction of the Company and the customers.

4.7 Governing Law: This Agreement shall be governed by the laws of India. The Company and the Employee hereby agrees to the exclusive jurisdiction of the courts in Bangalore, India.

4.8 Waiver: The waiver by the Company of any breach of any term of this Agreement will not prevent the Company from subsequently enforcing that term and it will not be deemed a waiver of any subsequent breach.

4.9 Severability: If any word, phrase or clause of this Agreement is held to be void, illegal or unenforceable, that word, phrase or clause shall be deemed to be severed without affecting the operation of the remainder of this Agreement. All overlapping obligations in this Agreement are intended to operate cumulatively and to bind the parties, subject to the severance of any obligations held to be void, illegal or unenforceable.

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4.10 Interpretation: In this Agreement:
(a) words in the singular include the plural and vice versa; and
(b) a reference to a person includes a reference to a body corporate, unincorporated association, statutory or other authority, partnership or any other entity.

4.11 Cumulative obligations: The Employee`s obligations under this Agreement are in addition to, and do not limit or detract from, any duties or obligations owed by the Employee to the Company under any applicable law, in equity or otherwise.

4.12 Remedies: The Employee hereby agrees that the Company may initiate appropriate legal action against him for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and legal fees.

Employee Signature:

Employee Name: Akash Sagar

Acknowledged by Infosys Limited:

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

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ANNEXURE - IV

LIST OF DOCUMENTS TO BE SUBMITTED AT THE TIME OF JOINING

(a) Class 10 (or equivalent) marks sheet(s);
(b) Class 12 (or equivalent) marks sheet(s);
(c) Graduation marks sheet(s);
(d) Graduation degree certificate/provisional degree certificate;
(e) Post Graduation marks sheet (if applicable);
(f) Relieving letter and experience certificate from all your previous employer (applicable only in case you have been previously employed);

(g) First and last page of the passport (if you don`t have a passport, kindly apply immediately);

(h) Registration Number with the National Skills Registry (also known as ITPIN)/National Skills Registry Card;

(i) Permanent Account Number (`PAN`) Card* (Please note that under the Income Tax Act, 1961, furnishing of PAN to the employer is mandatory).

(j) Passport size photographs

*Your PAN is required for calculating the income tax on your salary. If you fail to provide your PAN, the Company will deduct TDS (tax deducted at source) at higher rates, as per applicable law.

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1454

GODREJ MEMORIAL HOSPITAL

COMPASSIONATE CARE FOR ALL
(NABH & NABL Accredited)

Ref.: GMH/HRD/JOBOFFER/24/183

Date: 16th February, 2024

Mr. Akshat Patel
244-A, Gulab Bagh Colony,
Dewas Naka, Indore – 452001

Sub.: Job Offer Letter

Dear Mr. Akshat Patel,

We refer your application dated 25/01/2024 and the subsequent interview you had with us, we are pleased to offer you the position of **Sr. Executive (Night Hospital Operations)** in Management Cadre basis discussed terms.

This offer is valid subject to you joining Godrej Memorial Hospital on or before 01st April, 2024.

A detailed *Appointment Letter* will be issued to you along with a *Statement of Salary Package & Benefits* upon joining.

Kindly note that this offer is valid subject to you being found medically fit and returning good reference check.

Kindly return us the enclosed duplicate copy of this offer letter duly signed by you in token of your confirmation and acceptance of this offer.

We look forward to a long, fulfilling and fruitful association with you.

Yours faithfully,
For Godrej Memorial Hospital

Lt. Col. (Dr.) LC Verma (Retd.)
Chief Executive Officer

ACCEPTANCE

I hereby accept this offer on the terms and condition discussed.

Signature: _____

(Mr. Akshat Patel)

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1, Prabhat Nayal Marg
Near Sanganer Airport, Jaipur-302029

Ref.: GMH/HRD/TRAINEMAN/PROF.ASSIG/APPMT/24/0279 **Date: 06-Apr-2024**

Dr. Akshat Patel
244 A, Gulab Bagh Colony,
Dewas Naka, Indore,
Madhya Pradesh: 452010.

DoB:16-Sept-1995

Dear Dr. Akshat,

Traineeship

With exchange of this letter, Godrej Memorial Hospital offers you Traineeship on the terms and conditions stated here below:

1. You shall be designated as **Management Trainee** in the **Hospital Administration Department.**
2. This Training is for the period **01-Apr-2024 to 31-Mar-2025** (both the days inclusive). In the event of the assignment exceeding this period, you shall be informed of the same expressly in writing, in advance. If no such express extension is indicated, this assignment is deemed to have been terminated on the completion of the original period of this assignment.
3. You shall, in the fulfillment of this Traineeship, be attached to the **Hospital Administration Department,** and your activities will be coordinated by the **Administrative Medical Officer.**
4. You will be entitled to the Hospital Public Holiday. You shall be eligible for a week off after every six consecutive days of work.
5. You will be eligible for 1(**ONE**) Leave per month. **Leaves cannot be carried forward and must be availed before the end of this contract term. Consequently, all unavailed leaves shall elapse at the end of this contractual period.**
6. On reporting for duty as well as after completion of the same, you will be required to swipe-in and swipe-out on the Biometric Attendance System.
7. You will be provided with tea/coffee coupons.
8. You will be entitled to receive a sum of **Rs. 45,000/- (Rupees Forty-Five Thousand only) per month** as Stipend. Income Tax will be deducted at source on this amount as per the provisions of Income-Tax Act.
9. You are hereby required to comply with all statutory obligations and pay all the taxes as necessary under the laws prevalent at the time of entering into this Agreement or at any time during its period of validity and thereafter. It is understood that you will be solely responsible and liable for non-compliance of any such statutory obligations.
10. It is hereby agreed that payment of **Rs. 45,000/- (Rupees Forty-Five Thousand only) per month** as Stipendis all-inclusive consolidated sum and you will not be entitled to any additional amount or benefits whatsoever, including Bonus, Ex-gratia, Leave Travel Assistance, Provident Fund, Gratuity, etc.
11. In the event of any statute or legislation being enacted or promulgated treating the afore-mentioned payment of **Stipend** on per month basis payable under this contractual agreement as Wages for calculating leaves, bonus, provident fund, gratuity, House Rent Allowance, any terminal benefits, medical or any other direct/indirect benefits or contribution, then in such an event, the said payment of stipend on per month basis shall stand modified or adjusted (reduced) to the extent of the said

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Certificate No. H - 2009 - 0034
Pirojshanagar, Vikhroli (E), Mumbai - 400 079.
Tel. No. : 022 66417100 / 66417052 Fax : 022 66417053
E-mail : hospital@godrej.com Website : www.godrejhospital.com
Certificate No. MC -2084(M-0154)

Ref.: GMH/HRD/TRAINEMAN/PROF.ASSIG/APPMT/24/0279 **Date: 06-Apr-2024**

benefit or contribution payable, such that there is no additional monetary burden on the Hospital on the said count, i.e. the amount payable by the Hospital to you, inclusive of the computed leaves, gratuity, terminal benefits and all other statutory direct/indirect benefits or contributions, shall not exceed **Rs. 45,000/- (Rupees Forty-Five Thousand only) per month.**

12. By your agreement to accept this professional assignment no relationship of employer and employee is intended or created thereby between you and GMH.

13. Godrej Memorial Hospital and you remain as independent parties/contractors on a principal-to-principal basis for all intents and purposes.

14. The Hospital is a Tobacco Free Zone. Smoking and consumption of alcohol is strictly prohibited in the Hospital premises.

15. The Hospital and all its personnel are under CCTV Surveillance (24x7).

16. You will be expected to keep your **Administrative Medical Officer** informed on the days that you do not report to the Hospital in the fulfillment of this Traineeship.

17. **Notice Period:** This Traineeship is terminable by giving 30 days' notice in writing by either side or payment of 30 days' stipend in lieu of such notice period by either side. However, notwithstanding anything to the contrary contained herein, the Hospital shall be entitled to terminate your assignment forthwith without any notice or payment of stipend in lieu of such notice period in case of any misconduct or neglect of duty or irresponsible behavior while on duty or in the premises of the Hospital or incompetence in the discharge of duty or indulging in moral turpitude on your part or conviction of any criminal case or for the breach of any of the terms, conditions and stipulations contained herein. During the notice period, as it is meant for, you shall ensure timely completion of jobs already undertaken, handing over ongoing jobs, smooth transition of job/assignment and handing over the charge. Provided, however, the Hospital may at its sole discretion relieve you from the services of the Hospital at any time during the notice period and you will be paid salary only up to the last working day by waiving balance notice period without any notice pay compensation. Notwithstanding anything to the contrary contained herein, the Hospital shall have its absolute discretion to relieve you any time before expiry of the Notice Period. The Hospital shall be free to hold back the Full and Final settlement or any amount as the Hospital may deem necessary and reasonable, in the event the above notice compliance is not adequately met by you. Any leave availed by you while serving the notice period will automatically extend your notice period equivalent to the period of leave availed.

18. **ICC/POSH:** Please note that Godrej Memorial Hospital considers sexual harassment as a serious misconduct that violates human dignity and workplace ethics. Godrej Memorial Hospital recognizes that Sexual Harassment violates fundamental rights of gender equality, right to life and liberty and right to work with human dignity as guaranteed by the Constitution of India. An offence in this regard will result in an inquiry which may even lead to termination of this assignment. Please refer handbook on ICC/POSH for further guidelines on Hospital policy pertaining to Prevention of Sexual Harassment at the Workplace. 'Sexual harassment' refers to unwelcome acts or behavior as defined by Sexual Harassment of Women at Workplace [Prevention, Prohibition and Redressal] Act, 2013.You are obliged to maintain in strict confidence and shall not reveal, give or make available or part with any information to third parties, including without limitation, documents marked confidential, medical tests/reports (whether or not created/handled/delivered by the Hospital), personal information relating to patients, security arrangements, technical data and other unpublished

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Tel. No. : 022 66417100 / 66417052 Fax : 022 66417053
E-mail : hospital@godrej.com Website : www.godrejhospital.com
Certificate No. MC -2084(M-0154)

Ref.: GMH/HRD/TRAINEMAN/PROF.ASSIG/APPMT/24/0279 **Date: 06-Apr-2024**

information, Hospital's propriety information, process flows and other information concerning Godrej Memorial Trust and Godrej Memorial Hospital. Such information shall not be used for publication in the press/journals/magazines, or scientific research, creating comparative database, statistical analysis, or any other studies without previous written authorization from the **Chief Executive Officer** in writing. This obligation shall remain in force even on termination or cancellation of this Assignment.

19. You shall not make any verbal or written commitments, create liabilities and/or obligations, financial or otherwise on or behalf of Godrej Memorial Trust/Godrej Memorial Hospital to any person whatsoever.
20. You shall not at any time, except under legal process, divulge any trade/business secret or confidential information relating to the Hospital or its business to any customer or agent of the said hospital, which may become known to you by your involvement in this assignment and /or otherwise save and so far as any such disclosure shall be necessary in the interest and for the benefit of the said business/assignment and you will be true and faithful in all dealings and transactions, whatsoever, relating to the said assignment.
21. You would be expected, in the fulfillment of your assignment, to keep and maintain as requested by your superior/HoD, all files, documents, books and/or papers as you may be provided for that purpose.

You are requested to sign the enclosed copy to indicate your acceptance of the above assignment on the terms and conditions stated in this letter and return the same to us.

Yours truly,

For Godrej Memorial Hospital

08/04

Mr. Aftab Jokhi
Manager- HR

Lt. Col. (Rtd.) Dr. L.C. Verma
Chief Executive Officer

Acceptance

I _____ have read and understood the terms and conditions set out herein above in this letter and I hereby accept all these terms and condition and agree to abide by them.

Signature: **Date:**

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H - 2009 - 0034

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E-mail : hospital@godrej.com Website : www.godrejhospital.com

Certificate No.
MC-2084(M-0154)

1455

KRISHIV
Health Care

DATED: 29TH MAY,2024

Dr. Akshat Tomar

We are pleased to offer you position of "MANAGEMENT TRAINEE" in the Department "OPERATION/MARKETING/QUALITY/ADMINISTRATION" of our organization for SKMH, Jaipur, Rajasthan (A Unit of Krishiv Health Care, Jaipur) on mutually agreed terms and conditions during the interview. Please proceed to join your duty at the earliest but not later than 15TH JUNE, 2024.

Your appointment shall be effective from the date of joining. To enable us to complete you're joining formalities, please bring along following documents in original with a self-attested photocopy at the time of joining our organization.

1. All Academics Certificates from SSC / equivalent onwards.
2. School leaving certificate / any proof of Date of birth.
3. PAN Card.
4. Aadhar Card.
5. Copy of Resignation Certificate duly acknowledged.
6. Relieving Letter from last employment.
7. Passport size photographs -6 nos.
8. Proof of two past employments.
9. Proof of last drawn salary - salary slip /bank transfer advice/ appointment/Increment letter.
10. Passport, if available.
11. Covid Vaccine Certificate.
12. Address proof (Voter's ID/ Ration card / E-Bill/ DL/ Adhar card).
13. One Cancelled Bank Cheque.
14. Any other document like Appreciation Letter, Award Certificate obtained during job.

Your appointment is subjected to verification of all the documents, medical check-up report and reference check. Your appointment is contractual in nature. Please note that delay in joining beyond the specified date mat result in cancellation of this offer.

Please sign & return a copy of this letter as acceptance of the offer within 48 hours. This is a confidential document and cannot be shared by you with any third party.

For SKMH, Jaipur,
(A unit of Krishiv Health care)

Authorized signatory

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Near Sanganer Airport, Jaipur-302029

Sardarmal Khandaka Memorial Hospital
Hathoj, Kalwar Road, Jaipur - 302012
Phone : +91 141 2860259
Mobile : +91 9251005842
Email : info@krishivhealthcare.com
www.krishivhealthcare.com

Anita Thapa

From: *Vinod Tejwani*
Sent: *20 May 2025 17:17*
To: *Anita Thapa*
Subject: *FW: REGARDING RECRUITMENTS*

Follow Up Flag: *Follow up*
Flag Status: *Flagged*

With Regards,

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

Go Green: - Please do not print this email unless it is necessary. Every unprinted email helps the environment

From: KRISHAN GOPAL KUMAWAT <kg_kumawat@yahoo.com>
Sent: 29 May 2024 03:55 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Kirti Agarwal <kirti@iihmr.edu.in>; kirtika.singh18@gmail.com
Subject: REGARDING RECRUITMENTS

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Vinod Tejwani

Thank you so much for your coordination and support for hiring freshers. Based on the interaction and interview process done on 27th May 2024 at IIHMR University Jaipur , we have selected below candidates for positions at Krishiv Healthcare. All of them will be kept on 6 months' probation period and during probation period we will pay Rs. 25000/- per month for each student as a stipend. After completion of 6 months' probation period we will finally appoint them on our permanent roll with a salary between 6 LPA- 7.2 LPA based on performance with extra perks if any.

		During Training		Post Submission of Degr	
Candidate Name	**Unit Name**	**Designation**	**Stipend P.M.**	**Designation**	**C**
Dr. Manya Saraswat	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager-Operations/ Quality/ Supply Chain/ any other	6
Dr. Akshat Tomar	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager-Operations/ Quality/ Supply Chain/ any other	6
Mr. Ashok Sharma	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager Operations/ Quality/ Supply Chain/ any other	6
Ms. Himani Sharma	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager-Operations/ Quality/ Supply Chain/ any other	6

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Ms. Swati Saha	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager- Operation/Quality/ Supply Chain/ any other	
Mr. Suneet Mukherjee	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager- Operations/ Quality/ Supply Chain/ any other	

We request your support in sharing these letters with the respective students and we would appreciate it if you could share the signed copies of these letters with us.

With Regards,

Human Resource

Krishiv Healthcare

Contact us -0141-2860259

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1458

HEALTH INSURANCE

14-Mar-24

Akshya Kumar
Basantpur, Rohtak, Haryana

Dear Akshya,

Letter of Appointment

With reference to our recent discussions regarding your possible employment with **Care Health Insurance Limited**, hereafter referred to as the Company, we are pleased to offer you the position of **Manager – FCU** on the following terms and conditions defined herein:

1. **Date of Joining:** Your appointment will be effective from **18-Mar-24** or any other date mutually agreed upon in writing.

2. **Place of work:** Your place of work is **Gurgaon-Vipul Tech**. Your place of work may be changed to any other location within India / any group Company, as directed by the Company from time to time. In addition, in performance of your duties for the company, you may be required to travel within and/or outside.

3. **Reporting:** You will report to **Corporate Manager – FCU** or any other designate person as specified by the Company from time to time.

4. **Remuneration:** Your annual compensation package on a Total Fixed Cost (TFC) basis is **Rs. 600000 (Rupees Six Lakh(s) Only).** This amount will include basic salary, taxable and non-taxable allowances & benefits, and other payments, payable as per the designate acts. Annexure 1 provides your compensation break-up, as per the applicable Compensation Structure.

5. **Medical**: You may be required to undergo medical examination by a Company appointed medical practitioner as and when directed by the Company and to comply with rules and instructions in the matter. Your services may be terminated without notice if the Company considers you unsuitable for retention in service on medical grounds.

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6. Group Insurance: You will be covered under the Group Personal Accident Insurance, Group Life Insurance and Hospitalization Insurance/ Employee's State Insurance Corporation (as applicable) in accordance with company'spolicy.

7. Hours of Work: Your hours of work will be in line with the needs of your role/function, in accordance with the company policy and provisions of applicable laws

8. Probation: You will work on probation for a period of six months from the date of joining. This may be extended at the discretion of the Company and you will continue to be on probation till a confirmation letter has been issued to you in writing. During your probation or thereafter, you shall undertake such studies /vocational courses as may be required by Company / your superiors. You may also be required to take such examinations / obtain such certifications as the Company / your superiors may require from time to time, and your confirmation / promotions/ salary enhancements etc. may be linked to your having successfully cleared the required examinations / certifications &/or successfully undergone required studies.

9. Age of Retirement: Your age of retirement will be 58 years and you shall stand relieved on retirement at the end of the month in which you attain the age of 58 years.

10. Whole Time and Attention: During your employment with the Company you shall devote your best efforts for promoting the Company's (and of any other relevant Group Company, affiliate and/ or business associate of the Company) business and may not without prior written consent of the Company(and subject to any terms and conditions the Company may impose) engage or be interested (directly or indirectly) in any other business or employment.

11. Leave: In addition to public holidays observed by the Company, you shall be entitled to a paid annual leave for each calendar year in accordance with the existing leave policy, prorated from your date of joining. The Company is covered by the Maternity Benefit Act, 1961 and the eligible employees will be entitled to the benefits like maternity leave as per the amended provisions of the Maternity Benefit Act save and except those who are covered by ESI Act since they will be entitled to the benefits as per the applicable said Act.

12. Confidentiality: You shall not during the course or even after cessation of your employment with the Company or any time thereafter, use or disclose to any other Company, firm or person, any of the business or affairs of the Company, nor shall you without the consent of the Company, publish any book, booklet, brochure or any other publication, whether for remuneration or otherwise, relating to the affairs of the Company or to your work in the Company. You shall also not disclose to any public papers, journals, pamphlets or leaflets, or cause to be disclosed at any time, information or documents, official or otherwise relating to the Company or its subsidiaries, except with prior approval. Any breach of this clause would be viewed with severity by the Management and a strict action shall be taken by the Company.. You may also be also required to execute and sign a separate Maintenance or Non-Disclosure Agreement.

13. Disclosure: You (including on behalf of your family) shall disclose to the Company all your business interests and any material transaction(s) with the Company (and with any other relevant Group Company, affiliate and/ or any subsidiary of the Company), whether or not they are similar to or in conflict with the business(es) or activities of the Company (and with any other relevant Group Company, affiliate and/ or any subsidiary of the Company), and all circumstances in respect thereof and whether there is, or might be, a conflict of interest between the Company (and with any other relevant Group Company, affiliate and/ or any subsidiary of the Company) and you (and/or your

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family) during the period of your employment with the Company and for a period of 12 months after cessation of your employment.

14. Company Policies: You will be governed by the Company's policies, as applicable at your grade. The Company reserves the right to amend the policies from time to time. You are advised to keep yourself updated on these policies which are available online.

15. Return of Company Property: You shall promptly upon request by the Company and in any event upon the termination of your employment deliver to the Company all monies, securities, other properties belonging to the company, all lists of clients or customers, correspondence and all other documents, papers and records in whatever form including but not limited to electronically held data containing or referring to any trade secrets or confidential information concerning the business of the Company and any Group Company which may have been prepared by you or come into your possession, custody or control in the course of your employment including any prior employment with any Group Company. You shall not keep any copies of these items.

16. Monitoring Policy: As per Company Policy, telephone conversations of employees may be recorded and monitored for the purpose of creating record of transactions, and for compliance purposes. Any recordings will be stored securely, and will not be disclosed outside the group companies, except as required by law.

Further please note that the emails sent to you and by you may be monitored, from time to time, for the purposes of identifying any non-compliance with company policies, or applicable laws.

Any data of customers, partners, employee or company contact data is strictly prohibited for circulation to anyone outside the Company and also you should restrain the circulation of data even for internal purpose except to the concerned employees of the Company.

If such monitoring discloses any breaches of any law or company policies disciplinary action may follow, including termination from the employment.

During Employment or cessation of your employment you cannot share any such data of the company pertaining to its customers, partners, employees, sensitive information

17. Intellectual Property: Subject to any relevant legislation, if at any time in the course of your employment you make or discover or participate in the making or discovery of any letters patent, trade marks, service marks, designs, copyrights, inventions, drawings, computer programs, know- how and rights of like nature however arising and whether registered or unregistered ("intellectual property") relating to or capable of being used in the Company (and of any other relevant Group Company, affiliate and/ or business associate of the Company) you shall immediately disclose full details thereof to the Company and, at the request and expense of the Company, you shall do all things which may be necessary or desirable for obtaining appropriate forms of protection for such intellectual property in such parts of the world as may be specified by the Company and for vesting all rights in the same in the Company or its nominee.

All rights and obligations under this paragraph in respect of intellectual property made or discovered by you during your employment shall continue in full force and effect after the termination of your employment and shall be binding upon your personal representatives

The employee shall not disclose to anyone, directly or indirectly, except when the duties may

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require, during or subsequent to the term of employment, any trade secret or confidential information regarding Company's business. Trade Secrets and Confidential information for this purpose shall include, but not limited to, product information, process information, customer lists, employee details, company policies and procedures and financial information (including results, budgets and other financial plans and systems).

18. Notice Period: In case either the employer or the employee wishes to terminate the employment contract, a notice of 90 days should be served in writing by the party who wishes to terminate the contract to the other party. The Company depending on the business context and its sole discretion may allow you to pay the equivalent of the Total Fixed Cost (TFC) (*excluding gratuity and GMC if applicable)*amount in lieu of any period and / or adjust notice period against your leave balance subject to satisfactory handing over of the charges to your superior.

Notice period during probation would be 30 days or equivalent of the TFC (*excluding gratuity)* in lieu of notice.

19. Termination: 1. If any time during the course of your employment it is found that you have made a false or an incomplete declaration as regards to your qualifications/ experience and other details, your appointment will be treated void *ab initio* and you shall cease to be on the rolls of the company with immediate effect. In that case you shall not be entitled to any notice period or payment in lieuthereof.

2. If any time during the course of your employment it is found that you have:

a. committed any act of gross misconduct; or

b. committed any serious breach or repeated or continued a material breach of the terms of your employment; or

c. been guilty of conduct tending to bring yourself or the company into disrepute; or

d. been convicted of a criminal offence, other than a road traffic offence for which you are not sentenced to a term of imprisonment whether immediate or suspended; or

e. become bankrupt or made any arrangement or composition with or for the benefit of your creditors; or

f. cease to hold the qualifications necessary for you to carry out your work with the company; or

g. been found in an act of moral turpitude or having indulged in violations laws as applicable in general to the Company; or

h. been absent for a continuous period of 14 days (including absence when leave though applied for, is not granted or when you overstay period of sanctioned leave by 14 days); or

i. provided false, inaccurate or incomplete information to the company regarding your background and/or previous employment.

j. been found inefficient or lower performer as compared to other employees of your category.

In all such aforementioned cases you shall not be entitled to any notice period or payment in lieu thereof.

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20. **Performance Monitoring** :You are required to deliver performance up to the expected levels as per the targets entrusted to you by reporting officer from time to time. In case your performance is not found to be satisfactory, you will be put under an appropriate Performance Improvement Plan. In case your performance does not improve even after you are put on such plan, the Company will review the matter of continuance of your employment and take appropriate action, including but not limited totermination.

21. **Non Solicitation:** You shall not at any time during the term of your employment with the Company or thereafter for a period of six months after cessation of your employment, directly or indirectly solicit the Company's (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) personnel to leave the employment of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) or apply for employment with any third party or encourage such personnel of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) to take any action or inaction that may adversely impact the performance or reputation of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) of its obligations under this Letter of Appointment and / or any other contract or adversely impact the ability of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) to carry out its normal business activities.

22. **Others:** 1. It will be obligatory on your part to ensure compliance to the applicable statutes, regulations and requirements laid down by the Company, JV partners various regulatory and statutory bodies .

2. In the event of you being found acting in breach of your terms of appointment or indulged in an act of misconduct or an act that has brought disrepute to the organization, you shall render yourself liable for a disciplinary action as per the rules as applicable .

3. Clause headings do not form part or affect the interpretation of this letter of appointment.

23. **Joining Formalities:** As part of the joining formalities, you are requested to bring the following documents with you on the day of joining:

1. 3 Passport size photographs on red background (for branch offices red is not mandatory).

2. Copies of all years mark sheets of the highest qualification/Degree certificate

3. Copy of previous employer Salary Slip

4. Copy of Relieving Letter / Endorsed Resignation letter.

5. Copy of Address proof (any one) :-Ration Card/ Utility Bills/ Driving License/ Passport/ Affidavit

6. Copy of PAN Card

7. Copy of AADHAR Card

We take this opportunity to congratulate you on your selection and look forward to a long and mutually beneficial professional association.

For **Care Health Insurance Limited**
(formerly known as Religare Health Insurance Company Limited)

Rashi Ramani

Head - Human Resources

Accepted and agreed by **Akshya Kumar**

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Annexure: 1

	Per Annum	Per Month
BASIC	240000	20000
ALLOWANCES		
House Rent Allowance	120000	10000
Education Allowance	132324	11027
LTA Through Salary	42000	3500
MONTHLY GROSS *		**45688**
BENEFITS:CONTRIBUTION BY ORGANISATION		
Statutory Bonus	13932	1161
Provident Fund	28800	2400
Gratuity	11544	962
GMC	11400	950
TOTAL FIXED COST(TFC)	600000	
Annual Performance Pay	54000	0
Total Cost to Company (TCTC)	654000	0

*** The following amount will be deducted from your monthly gross as your contribution towards statutory benefits**
PF - 2400

Leave Travel Allowance or Medical Allowance (if applicable) will be paid as monthly components

Gratuity (if applicable) - As per Gratuity Act, payable only after completion of 5 continuous years of service in organization.

****Guaranteed Bonus**: You will be entitled for a onetime bonus of 60000 (all relevant taxes applicable) in April'25 in lieu of performance bonus for FY 24-25. This will be subject to your being in active services (non-resigned) with Care Health Insurance Limited at the time of payout(s). From year 25-26, you will be eligible to participate in the Company's Annual Incentive/Bonus Plan subject to the terms and conditions of such Plan and any amendments as may be made from time to time.

- **Deductions** The Company may during your employment, or on termination for whatever reason, deduct from your remuneration any monies due from you to the Company including but not limited to:
  - Any overpayment of salary or expenses or payment made to you by mistake or misrepresentation; and/or
  - Any outstanding loans or advances made to you by the Company; and/or Amounts equal
  - in sum to the amount of any secret/illegitimate profits that you make from the Company's business/interests; and/or
  - Any debt owed by you to the Company; and/or
  - Any other deductions permitted under applicable law including Tax.

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HEALING NEST FOUNDATION
PRE-SCHOOL & DEVELOPMENT CENTER FOR CHILDREN

Date: 31st Jan 2024
Dear Mr. Amitesh Nawal Bihari

Welcome to Healing Nest Foundation, Development Centre for children. With reference to the interview you had with us, we are pleased to offer you the position of "Fundraising/Partnership and collaboration Officer " in our organization.
Your employment will commence from 5th February 2024. Your current place of posting will be at Healing Nest Foundation, Delhi NCR. Working Days /Timings: Monday to Friday – 9:30 am to 5:30 pm, Saturday: 10:00 am to 5:00 pm

APPOINTMENT IN GOOD FAITH:It must be specifically understood that this offer is made based on your proficiency on technical/professional skills you have declared to possess as peryour application for employment and your ability to handle any assignment/job independently. In case at a later date any of your statements/particulars furnished are found to be false or misleading or your performance is not up to the mark or falls short of the minimum standard set by the company, thecompany shall have the right to terminate your services forthwith without giving any notice notwithstanding any other terms and conditions stipulated therein.

REMUNERATIONS:
You are eligible to get a sum of Rs 40000/-(Forty Thousand only) per month. TDS would be deducted as per applicable rules in India

SERVICE RULES AND REGULATIONS
You will be abide by all the applicable service Rules and Regulations of Healing Nest Foundation, including its personal conduct guidelines, HR policy, in force from time to time, which you are deemed to have read, understand and agreed. The organization will have the right to vary or modify the same or all or any of the terms and conditions of your appointment at any times, which will be binding on you. All employees, regardless of classification or length of service, are expected to meet and maintain organization's standards for job performance and behavior.

Thanking you.
Yours truly
Sagar Mangal
Director

Healing Nest Foundation
Main Office : D47 Shanti Kunj , Church/ Mall road , Vasant Kunj -110070, Contact: 9810957769, 9315122129
Email: healingnest01@gmail.com

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Near Sanganer Airport, Jaipur-302029

1458

Sakshi Pawar

From: Vinod Tejwani
Sent: 11 November 2024 10:54 AM
To: Kingshuk Mazumder; Anita Thapa
Subject: FW: Selection for profile of Business Development - Dr.Ananya Saini
Attachments: Dr.Ananya_Emial Dated 9th November.pdf

Pl call Ananya and check why she has not informed us about the offer and why is she not joining

With Regards,

IIHMR UNIVERSITY

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

Go Green: - Please do not print this email unless it is necessary. Every unprinted email helps the environment

From: HR Newlifemedicals <hr@newlifemedicals.com>
Sent: 11 November 2024 10:36 AM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Ankit Shah <ankit@newlifemedicals.com>; Dipankar Newlifemedicals <dipankar@newlifemedicals.com>
Subject: Fwd: Selection for profile of Business Development - Dr.Ananya Saini

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Vinod ji,

I hope this message finds you well.

As discussed, I am sharing an update regarding Dr. Ananya Saini, who was recently interviewed and selected for the Global Business Development role.

We had extended an offer with a CTC of ₹4.0 LPA, inclusive of incentives, along with additional benefits such as global exposure, Mediclaim, and leave entitlements. Dr. Saini had confirmed her joining date as 11th November, as indicated in the previous communication. However, she has now informed us of her inability to join due to unforeseen family circumstances (her father's health). Despite this, as a responsible and understanding employer, we have requested her to provide a final confirmation by Wednesday.

While we empathize with her situation, we also wish to express our concern regarding the sudden change in her decision. If the stated reason is not accurate, it reflects unprofessional conduct, which impacts our planning and overall hiring process. As a growing organization, we strive to support and provide opportunities to deserving

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candidates, but such instances leave a negative impression and may influence our future participation in similar campus hiring activities.

We request your kind support in addressing this matter and ensuring that our mutual engagement aligns with professionalism and commitment.

Best Regards,

Arpit Hathi
AGM - HR & Admin
New Life Medicals Pvt. Ltd.

1020 & 1021, 10th Floor, Maple Trade Centre,
Nr. Surdhara Circle, SAL Hospital - Satadhar Road,
Thaltej, Ahmedabad - 380054, India.
www.newlifemedicals.com

---------- Forwarded message ---------
From: **ananyasaini** <ananyasaini.iihmr@gmail.com>
Date: Thu, Oct 17, 2024 at 5:32 PM
Subject: Re: Selection for profile of Business Development - Dr.Ananya Saini
To: HR Newlifemedicals <hr@newlifemedicals.com>

Hello sir ,
I hope this email finds you well, I'm writing this to confirm of your job offer at bussiness development profile .
Thank you for giving me this opportunity and considering me for this position .
Thank s regards ,

On Thu, 17 Oct 2024 at 10:34 AM, HR Newlifemedicals <hr@newlifemedicals.com> wrote:

> **Dear Dr.Ananya,**
>
> We wish to congratulate you on selection for the position of Business Development at New Life Medicals Pvt. Ltd.
>
> Please revert with the acceptance of the offer at the earliest and as discussed you are also requested to join by or before 7th November, 2024.
>
> As discussed, all details about designation, CTC, Break up, HR policy will be provided to you on the 1st day of joining.
>
> After acceptance of this offer, subsequently you need to share below documents for the HR records;

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Documents Checklist :
(1) Education Documents (From SSC to Highest)
(2) Aadhar Card
(3) PAN Card
(4) Internship Completion Certificates
(5) Professional Membership/Registration Certificates/License (If any)

You can share the above documents on hr@newlifemedicals.com.

Congratulations once again,

In case of any query, please feel free to contact undersigned.

Looking forward...

Best Regards,

Arpit Hathi
AGM - HR & Admin
New Life Medicals Pvt. Ltd.

1020 & 1021, 10th Floor, Maple Trade Centre,
Nr. Surdhara Circle, SAL Hospital - Satadhar Road,
Thaltej, Ahmedabad - 380054, India.
www.newlifemedicals.com



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HJ HOSPITALS
UN PAS VERS UNE VIE DE QUALITE

EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT (here in after referred to as **"AGREEMENT"**, which expression shall include the Schedule(s) here of and all amendments made from time to time) is executed at _____ on this ____ day of_____ by and between:

PARTIES TO THIS AGREEMENT:

M/s HJ Hospitals Sarl, Kinshasa, Democratic Republic of the Congo (DRC) a unit of H.J. Group of Companies registered under the RCCM: CD/KIN/RCCM/14-B-01858 ID NAT: 01-933-N779658W having its registered office at 22309, Boulevard Lumumba, Croisement T.P./Funa Limete Industriel, Kinshasa, DRC (hereinafter also referred to as ***"the Employer / Hospital"*** which expression shall, unless repugnant to the context or bearing thereof, be deemed to mean and include its successors in business, permitted assigns, heirs, representatives, nominees, associate/ subsidiary of the Employer, any of its Group Company (ies), (etc) as the **First Party;**

AND

Dr Anish Kumar Adak aged **27** years, S/o _____having Permanent residence at _____ being a citizen of **India** bearing Passport Number: (here in after also referred to as ***"the Employee"***) of the ***Second Party***.

The First Party and Second Party collectively referred to as ***"Parties"***

WHEREAS, HJ Hospitals Sarl, Kinshasa, DRC is a subsidiary/unit of H.J. Group of Companies which is based in DRC and is engaged in operation and management of 200 bedded multispecialty hospital in Kinshasa, DRC; and hereby appoints **Dr Anish Kumar Adak** as **Assistant manager** with effect from the date of joining as per the terms and conditions contained in herein below provided in this agreement.

AND WHEREAS, the Employee has agreed to invest time and efforts to serve the Employer as **Assistant manager** and to fulfil the job requirements up to the expected level and shall be paid remuneration during the period of employment as decided by the from time to time and as agreed in this Agreement.
AND WHEREAS the aforesaid parties hereto are desirous of recording the said terms and condition to legally bind the parties to this agreement.

NOW THIS AGREEMENT WITNESSES AS UNDER: -

1. JOB PROFILE AND DESCRIPTION:
As **Assistant manager** for HJ Hospitals Sarl, Employee have to work in the *Department **IPD(OT ,ICU ,ER, Wards and Management)*** as mentioned in your JD & KRA.

2. EMOLUMENTS & REMUNERATION:

2.1 The Employee shall be entitled to receive his monthly salary as per the attached **Annexure-1**.

2.2 EXTRA PERKS AND ADVANTAGES:

a. Semi-furnished accommodation **Sharing Room in** DRC shall be provided for the Employee. Any other expenses pertaining to employee stay in DRC shall be borne by the Employee.

b. Canteen facility is available at hospital premises, where Employee can avail the facility during the employment period & **USD 150** (Us Dollars One Hundred Fifty Only) will be deducted from **Employee** salary on monthly basis. In case the Employee opts for self-food arrangements no deduction would be applicable.

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Kinshasa: Limete - Gombe - Masina I Lubumbashi

c. All medical expenses (excluding pre-existing and chronic diseases, dental, ophthal, Physiotherapy and dermatology) of the Employee at DRC, will be borne by the Employer.

d. The Employer will not provide the Employee with any type of Life Insurance, Health Insurance and or any other policy/agreement which will financially cover the Employee in case of any injury, permanent disability and or death. If an Employee wishes to avail any such policy/agreement (as mentioned above) during the period of Employment Contract with HJ Hospitals, the cost will be borne by the Employee only.

2.3 No other communications as well as commitment are made by the Employer for remunerations or otherwise, other than as mentioned in Clause 2 of this Agreement to the Employee.

3. DATE OF JOINING

This agreement shall be deemed effective from the date of joining (first working day after reporting at Kinshasa, DRC).

4. PROBATION PERIOD

4.1 The Employee will be on probation period for Six (6) months, from the date of joining the Employer. During the probation period, the Employer can terminate the contract by giving 7days notice period in case of unsatisfactory performance of employee. During the probation period, the performance will be evaluated on below parameters;

1. Employees' KRAs
2. Clearing level 2 French language

However, the probation can be extended further for 2 months, on failure of clearing the performance review conducted by the Employer.

5. TENURE OF SERVICE & AGREEMENT

5.1 This employment contract is valid for a term of **Twenty -Six months** from the date of joining.

5.2 In case the Employee decides to leave the company before expiry of the period of employment contract or if the Employer wishes to terminate the contract within the aforementioned period, a notice period of minimum 60 days would be applicable from the date of resignation or termination, and all expenses including return air fare, visa, work permit, airport entry and exit would be at employee's cost, it is also understood that employee would not take any other appointment in DRC in similar field or sector for next 5 years from the date of termination of this agreement.

6. WORK RELATED CONDITIONS AND RESTRICTIONS

6.1 The Employee shall devote full time to the work of Employer and during the term of the employment with the Employer, the Employee will not engage in any other employment, occupation, consulting or other business activity.

6.2 The Employee must abide by the Rules & Regulations of the Employer applicable at all times, and these may be changed at any time and notified to the Employee by the management.

6.3 The administrative language in DRC is French. Employee has to attend the French language learning classes on regular basis, which is a 6 months course and conducted/provided by the Employer. Employee must complete the course after which the French Language Assessment Test will be conducted by the Employer. Employee has to clear Level 1 (Basic) in first 3 months from the date of joining and next 3 months Level 2 (Advance). However, if the employee is unsuccessful in the French Language Assessment Test as per Hospital Policy, employee has to bear additional course fee of USD 200 per month from Seventh month onwards.

7. CONFLICT OF INTEREST:

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During the period of employment, the Employee shall not undertake any other employment, assignment or contracts whether part time, full time or on assignment basis, without the prior written permission and authorization of the management.

8. NON- DISCLOSURE:

The Employee undertakes that, in consideration of his employment with the and any salary paid for services during the period of his employment with the and for other good and valuable considerations, the receipt and sufficiency of which is hereby acknowledged by the Employee, while in the service of the whether in the capacity in which he/she has been employed or in any other capacity for which he/she may be entrusted and further for a period of Five (5) years immediately following the separation/ dismissal/ retirement or termination of his employment with the for any reason:-

8.1 He/she shall not directly or indirectly in any capacity disclose or communicate any confidential or proprietary information to which he/she may come across during the tenure of his/her employment to any individual or business entity. In addition to this he/she will not use such information for his/her personal purpose.

8.2 He/she shall not, directly or indirectly either for himself/herself or for any other individual or business entities solicit or take away or make an attempt to solicit or take away the clients of H.J. Group of Companies for whom the group companies rendered services during the employment of the Employee.

8.3 He/she shall not form any association with any member of the staff. Nor shall he/she engage himself/herself in soliciting or employing or making an offer to employ any member of staff for any individual or business entities engaged in identical business to that of H.J. Group of Companies.

9. LEAVES

The Employee is eligible for **30** days paid leave (calendar days) after **12** months' continuous service from the date of joining. All expenses including return air ticket* to home country (*Travel Sector: Kinshasa-Mumbai -Kinshasa), visa, Kinshasa airport exit charges would be borne by the Employer as per category. Any other visit expense will be borne by Employee himself.

10. TERMINATION:

10.1 NOTICE:

a. **Employer**: Employer is liable to give termination notice period of **30 days** to employee, post completion of probation period.

b. **Employee:** 60 days notice is a must for the Employee's service (or pay in lieu thereof) excluding any leaves available/credited in his account. Employer reserves the right to pay or recover salary in lieu of the notice period.

c. In the event, that the Employee takes more than 30 days of unauthorized absence or overstays the leave originally granted and subsequently extended, the Employee shall lose lien on his appointment and shall be presumed to have abandoned his position of his own accord.

d. In case of absence due to illness, the Employee must notify the management no later than midday of the day of absence, and in case of illness or sickness of more than 30 days, he/she must provide them with a letter from a recognized Practicing doctor in Congo. If the Employee is found to be suffering from any infectious disease or a protracted illness that was not disclosed to the Employer at the time of his appointment, the Employer shall reserve the right to terminate the Employment contract.

e. If at any time during the period of employment, the Employee is found guilty of misconduct, wilful negligence, disobedience, misappropriation, insubordination or breach of any terms of

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this appointment letter or the Terms and Conditions of Employees employment, the Employer will terminate his appointment without any notice or pay in lieu thereof.

f. If at any time during the period of employment the Employer will terminate the employment contract without any notice or pay in lieu thereof if the Employee is found guilty of below mentioned violations:

i. Forgery and or misuse of hospital documents.
ii. Faking of Educational certificates of the self.
iii. Embezzle of Hospital funds.
iv. Misuse and or damage to Hospital property.
v. Involvement of the Employee in any anti-organizational activity.
vi. Putting false allegation(s) on the Employer and or the colleague(s) which may defame the Employer and or other Employee(s).

If proved guilty on the above, the Employer also reserves the right to take legal action against the Employee as per DRC laws and regulations.

11. ARBITRATION:
Any dispute arising out of or in connection with this agreement shall be settled through arbitration under the DRC Law and Regulations. The venue of the arbitration shall be in DRC.

12. JURISDICTION:
That in the event of any dispute or difference arising between the parties hereto either during the subsistence of this Agreement, the same shall be subject to the jurisdiction of the courts at DRC exclusively.

13. That Employee agrees that the covenant and conditions of the Agreement are only a part of the terms of employment; and the right to discharge the Employee from his services is reserved by the Employer.

14. COUNTERPARTS.
This Agreement may be executed in two counterparts for the purposes of record of both the parties.

For HJ Hospitals Sarl,

Mr. Amit Chauhan
CEO

Date:

Employee Acceptance:

Name: Dr Anish Kumar Adak

Signature:

Date:

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Kinshasa: Limete - Gombe - Masina I Lubumbashi

Annexure – 1

S. No.	Particulars	Description
A	Remuneration per month.	Basic Salary = USD 1000/- HRA = USD 100/- Special Allowance= USD 100/- Travel Allowance = USD 150/- Food Allowance = USD 150/- **Gross Monthly Salary = USD 1500/-** (**United States Dollars One thousand five hundred Only**). **Note:** This will be credited to Employee's bank account in DRC.
B	Employment Contract Duration	Twenty-Six Months from the date of joining.
C	Probation Period	Six Months from the date of joining.
D	Notice Period	60 days.
E	Retention Clause	USD 2000 will be kept as **Retention Amount*** which will be recovered from Employee's monthly salary in 6 equal instalments. This retention amount will be released at the time of Full & Final Settlement when Employee successfully completes employment contract with HJ Hospitals Sarl.
F	Penalty for pre-mature termination of this agreement.	***Retention Amount** of USD 2000/-.

For HJ Hospitals Sarl,

Mr. Amit Chauhan
CEO

Date:

Employee Acceptance:

Name: Dr Anish Kumar Adak
Signature:
Date:

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Annexure - 2

Medical self-declaration form

1. Do you suffer, or have you ever suffered from any of the following?

Symptom/Disease	Yes	No	Symptom/Disease	Yes	No
Asthma or shortness of breath (Please provide details below)			Epilepsy or blackouts (Please list any details below)		
High / low blood pressure			Stomach disorders		
Any hearing disability			Liver disorders		
Diabetes			Anaemia		
Hernia			Phobia (please specify)		
Heart related problems			Drug / alcohol addiction		
Nervous disorders			Allergies (please specify)		
Do you have any visual problems? (Please provide details below)			Vibration white finger or any HAVs related condition		
Tenosynovitis (joint problems)			Spine (C, T, L, S)		
HIV			Any kind/type of Cancer		

2. Are you currently taking any medication (prescribed or over the counter)? Please give the name, mgs and how often you take it:

3. Are you registered disabled? YES/NO

4. Have you ever gone through any major surgery(ies)?

5. Have you suffered or are suffering from any other disease apart the ones mentioned in point 1?

6. Details of your point 1 disease(s) where you had mention "Yes":

I hereby declare that all the information provided in this questionnaire is correct. I shall promptly report to the Employer about the any relevant change in the same. If it is found that any of the information provided herewith is false or kept hidden, then the Employer may take disciplinary action.

Date:

Employee Signature

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CTC FOR ALL PROFILES EXCCEPT IN HAND SALARY

S No	Expense Head	Total Expenses/Month (USD)
1.	Accommodation (Sharing Basis) fully Furnished	1100$
2.	TV Recharge	80$
3.	Free Drinking water	50$
4.	Free Gym Services	100$
5.	Free Swimming pool services	100$
6.	Free Transport (Car/Bus)	100$
7.	Free VISA	50$
8.	Free Ticket	70$
9.	Free Room Services (Housekeeping)	100$
10.	Free French Classes	150$
11.	Free Medical Services (Except: Pregnancy, Dental & Cosmetics)	100$
12.	Free Mobile Recharge as per Grade	20$
13.	Free WIFI	100$
Total CTC (Except In hand 100% Tax Free Salary) PER MONTH		**2120$** **In INR:173840 RS/Month** **20,86,080 Rs/Year**

H.J HOSPITALS SARL
RCCM/CD/KIN/B/01868
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KINSHASA
N° 22309, AV. LUMUMBA CROISEMENT TP/FUNA
LIMETE INDUSTRIEL

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Outlook

FW: Hospital admin SR Kalla Hospital

From N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Date Fri 3/1/2024 3:13 PM
To Anita Thapa <anitathapa@iihmr.edu.in>

From: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Sent: Friday, March 1, 2024 2:50 PM
To: N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Subject: Fwd: Hospital admin SR Kalla Hospital

Sent from Outlook for Android

From: drankurmittal@rediffmail.com <drankurmittal@rediffmail.com> on behalf of Ankur Mittal <drankurmittal@rediffmail.com>
Sent: Thursday, February 29, 2024 2:53:37 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Subject: Re: Hospital admin SR Kalla Hospital

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Sir,

First of all we are very grateful to you and your organization for your help and support. The following students are selected by us from among the students you sent for the interview. All of them will be kept on 3 months' probation period and during probation period we will pay Rs. 10000/- per month for each student as a stipend. After completion of 3 months' probation period they will finally appoint on permanent and the salary will be Rs. 5 lac per annum CTC with extra perks if any.

Student Names:
- Ms. Anita Yadav
- Dr. Sanya Kawatra
- Ms. Karuna Naruka
- Dr. Mahima Sharma
- Ms. Sanjana Kalra
- Mr. Vikas Saini
- Ms. Diya Jain

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Dear Dr. Ankur,

It was great interacting with you.
Please share the list of shortlisted students .
We can line them up for the interview on 27th February 2024 between 2:00 pm – 4:00 PM at your premises.

With Regards,

Vinod Tejwani
Dean- Placements & Alumni Relations

A:
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Jaipur – 302029

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N Satheeshkanna

From: Ved Prakash <ved.prakash@artemishospitals.com>
Sent: 29 February 2024 12:23
To: Vinod Tejwani
Cc: FLT. LT. Saras Malik; Training; N Satheeshkanna; Anita Thapa
Subject: RE: Request for Dissertation Internship - 2022-2024 Batch, IIHMR University - Jaipur

Importance: High

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Tejwani,

Greetings of the day!

Thank you for sharing the student profiles. We are pleased to inform you that, following the interview process, we have selected the following candidates for the position of **Management Trainee** at **Artemis Hospital, Gurugram**:

Sr. No.	Salutation	Name	Department	Date of Joining @ Artemis
1	Ms.	Anjali Sahu	Operations	18th March 2024
2	Ms.	Shwetangi Jakhmola	Operations	18th March 2024

The CTC will be **Rs. 3.6 LPA** during the Probation Period, which will be **1 year**.

Please feel free to get in touch with me for any clarification.

Warm Regards,

Ved Prakash
Controller – Human Resources & Training
Ph # 9023993442, Extension – 7729

NABH & JCI Accredited

ARTEMIS HOSPITALS
OUR SPECIALITY IS YOU

ARTEMIS PHR APP

Artemis Hospital (A unit of Artemis Medicare Services Ltd.)
Sector 51, Gurugram - 122001, Haryana, India. Ph.: +91-124-4511 111
Fax: +91-124-4588 899 | Emergency & Trauma: +91-124-4588 888
www.artemishospitals.com

Artemis is accredited with JCI & NABH
(National Accreditation Board for Hospitals & Healthcare Providers)

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From: Vinod Tejwani [mailto:vinodtejwani@iihmr.edu.in]
Sent: 23 February 2024 12:48
To: Ved Prakash <ved.prakash@artemishospitals.com>
Cc: N Satheeshkanna <satheeshkanna@iihmr.edu.in>; Anita Thapa <anitathapa@iihmr.edu.in>
Subject: RE: Request for Dissertation Internship - 2022-2024 Batch , IIHMR University- Jaipur

Dear Mr. Ved Prakash,

Thanks a lot for sharing the requirement.

Please find attached herewith the data of 7 interested candidates.

As a part of the curriculum, the students of final year are required to undergo three months of Dissertation Project Internship from March 15th to June 15th, 2024. Post that they can continue to the Full Time Employment as per the Organization's Policy.

Please suggest the way forward.

With Regards,

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Vinod Tejwani
Dean- Placements & Alumni Relations

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1462

ADITYA BIRLA CAPITAL

PROTECTING INVESTING FINANCING ADVISING

Sub: Offer Letter

Date:13-May-2024

Private & Confidential

Dear Ankita Hazarika,

We take pleasure in inviting you to be a part of Financial Services, an the Aditya Birla Group Company.

Your journey, at Financial Services, begins with the position of "Management Trainee". The details of your compensation and benefits are enclosed in the Annexure.

This position is based out of G Corp Ho - Mumbai. The summary details are provided below:

- Job Band: TR
- Designation: Management Trainee
- Function: Service Ops
- Reporting to Project Mentor

Terms and Conditions:

1. You will be on the rolls of Financial Services and all its employment conditions will be applicable. The probation period will be of six months from the 08-Jul-2024. You will be confirmed subject to successful completion of the probation period.
2. A detailed letter of appointment awaits you on your joining and on successful completion of joining formalities.
3. This offer is valid subject to acceptable feedback from professional reference checks, credential checks, antecedent checks and you being declared medically fit to work as per the Pre-employment health check-up.
4. All Taxes and necessary compliances will be applicable as per Indian Laws.
5. Your performance review cycle will be due for completion on 01-Jul-2025 with effective from the date of your joining.

We look forward to your offer acceptance and welcoming you on board.

Yours Faithfully,

For Financial Services

This is a system generated letter. Hence, doesn't require signature.

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Aditya Birla Capital Ltd.
One Indiabulls Centre, Tower 1-C, 18th Floor, Jupiter Mill Compound,
841, Senapati Bapat Marg, Elphinstone Road, Mumbai 400 013.
+91 22 4356 7000 | (F) +91 22 4356 7111
abc.secretarial@adityabirlacapital.com I www.adityabirlacapital.com

Registered Office:
Indian Rayon Compound, Veraval - 362 266. Gujarat.
+91 28762 45711
CIN: L67120GJ2007PLC058890

Annexure "A"

Name	**Ankita Hazarika**		
Date of Joining	**08-Jul-2024**	**Business**	**Aditya Birla Capital Limited**
Job Band	**MT**	**Business Unit**	**Aditya Birla Sun Life AMC Limited**
Designation	**Management Trainee**	**Department**	**Ops - Head's Office**
Role	**Operations - MT**	**Performance Review Year**	**April to March**
Location of Posting	**ABHI - Thane - G Corp**	**Compensation Review Year**	**July to June**
Reporting To	**Project Mentor**	**Next Compensation review date**	**01-Jul-2024**

	Per MONTH	Per ANNUM	Remarks
Salary		**2,62,500**	
Basic Salary	21,875	2,62,500	This is paid on a monthly basis. Retirement benefits are linked to it.
Allowances/ Reimbursements		**2,98,999**	
Leave Travel Allowance	-	10,000	This covers reimbursement for travel on leave within India. It is governed by the Income Tax Act where one can take tax exemptions twice in a block of four years as per guidelines
Education Allowance	200	2,400	This is paid on a monthly basis.
Special Allowance	22,483	2,69,799	This is paid on a monthly basis.
Advance against statutory bonus	1,400	16,800	Applicable to employees having basic salary less than or equal to INR 21,000 per month. This paid on a monthly basis.
Guaranteed Cash		**5,61,499**	
Retirement Benefits		**57,251**	
Provident Fund (12% of Basic) - Employer Contribution	2,625	31,500	The employer contributes to the extent of 12% of basic salary or Rs. 21600 whichever is higher.
Gratuity (15 days Basic)	1,052	12,626	This is governed by the Payment of Gratuity Act.
National Pension Scheme	1,094	13,125	NPS (Optional) - The National Pension System (NPS) is a voluntary retirement scheme. 5% of Basic Salary will be contributed in National Pension Scheme & employee has an option to increase contribution up to a maximum of 10% of Basic Salary. Employee also has an option to opt out of the NPS. In case of opt out, the said amount will be added to special allowance.
Fixed Compensation w/o housing		**6,18,750**	
Housing		**1,31,250**	
HRA	10,938	1,31,250	This is calculated @ 50% of Basic Salary. This amount is paid as a part of the monthly salary
Fixed Compensation		**7,50,000**	
Cost to Company		**7,50,000**	
Joining Bonus		75,000	This is a one time (pre tax) Joining Bonus paid at the time of joining and is over and above the fixed compensation details mentioned above. This amount (pre tax) would be entirely recovered from you, in the event of your separation from the Company anytime during a period of 12 months, from your date of joining. The gross amount will be recovered in full.
Confirmation Bonus		1,00,000	This is a one time (pre tax) Confirmation Bonus paid post your confirmation and is over and above the fixed compensation details mentioned above. This amount (pre tax) would be entirely recovered from you, in the event of your separation from the Company anytime during a period of 12 months, from your date of payout. The gross amount will be recovered in full. This is paid in lieu of Annual Incentive.
Notice Buyout		No	You shall also be paid a sum on actuals towards reimbursement of Notice Pay Buyout from your current organization at the time of joining subject to submission of documentary proofs. This is a onetime payment over and above the cost to company details mentioned in the annexure as above. In case of seperation from services from the company within 12 months from the time of payout, the said amount will be recovered in full.

Notes:
- Taxes as applicable, to be borne by the incumbent, as per prevailing tax laws.

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Employee Protection and Wellness Benefits / Perks not Valued Employee and family care have been core to our belief. We enrich the lives of our employees and their families by offering protection and wellness solutions that cover physical and emotional wellbeing. Key Benefits are summarized for your ready reference. We encourage you to know more about these benefits and utilize them to enrich your life and the lives of your family members. Below information is indicative and subject to change from time to time.			
Mobile Phone		Yes	Rental and official calls (For VIL subscriptions only).
Group Medical Insurance - Base		INR 500,000	The Group Medical Insurance provides a Base cover of INR 500,000 for a family of 6 including Parents / Parents-in-law (as chosen by the employee). This is a Co-Pay policy.
Group Medical Insurance - Top up / Top		INR 200,000 to INR 2,500,000	Employees have the option to choose Top up cover ranging from INR 2 lacs to INR 25 lacs with the default option being INR 3 lacs. The "Top Up" plan is voluntary and fully paid for by the employee. On opting for Top-up there is a waiver of premium Co-Pay on the Base Cover as defined in the policy.
Group Accident Insurance		50,00,000	The Group Accident Insurance provides for compensation in the event of accidental death or disablement. The entire premium is borne by the organization.
Nishchint		20,00,000	Nishchint is a voluntary life insurance benefit. The amount is indicative as per your current Job band, subject to your enrolment at the time of policy renewal. Employees will be charged a premium at 25% of total premium rates (subject to maximum of INR 60,000) and company will pick up the remaining costs.
Group Term Insurance		15,00,000	The Group Term Insurance provides for compensation in the event of Basic death, Accidental death and Dismemberment, Critical illness. The entire premium is borne by the organization.
Integrated Personal Health Care Programme			
Health Assessment		As per Policy	Wellness Assurance Policy provides for preventive health check-up for employees at regular intervals. The frequency and tests have been decided keeping in mind the age-related risks. 1)Employees in the age group 35 and below are eligible for one Health Check up every 3 years. 2)Employees in the age group 36 – 45 are eligible for one Health Check up every 2 years. 3)Employee in the age group above 45 and employees in JB 5 and above (irrespective of the age) are eligible for Health Check up every year. Employees are encouraged to undergo an annual basic health assessment through our digital partner or plant hospital as applicable. Details as mentioned below in the Digital Health and Wellbeing App section.
Life Unlimited		As per Policy	Emotional well-being is as important as physical well-being. Through Life Unlimited, we have tie-ups with reputed partners who offer confidential counselling services and resources that help navigate through difficult situations and build resilience. These are meant for you and your family members.
Digital Health and Wellbeing App		INR 1,500	Wellness Benefit is being offered for enabling a healthier lifestyle and to provide support to you to monitor and improve your vital health parameters. We encourage you to undertake the regular health check-up/ assessments provided by the company and download the Digital Health and Wellbeing App to avail all other wellness offerings.
Retirement Benefits			
Gratuity		As per Policy	The Gratuity is payable at the time of separation with a continuous service of 5 years or more. The Payout is based on 15 days' Basic Salary for every completed year of service. The Gratuity benefit on Retirement is as follows. 1. More than 5 and up to 10 years - 15 days of last drawn basic salary per completed year of service 2. More than 10 and up to 15 years - 21 days of last drawn basic salary per completed year of service 3. More than 15 years - 1 month of last drawn basic salary per completed year of service
National Pension Scheme		As per Policy	Employees have an option to opt for Contribution to National Pension Scheme up to a maximum of 10% of Basic Salary. Also, Employees can transfer the accumulations under the existing Superannuation Fund account to the National Pension Scheme.

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Birla Fertility & IVF

BFI/HR/AL/EMP/2023/622

Date: 21 Jun 24

Dr. Ankita Sharma
D/O Hem Raj Sharma, House Number 1021A
Ward Number 2, Street Number 7, Dhuri Road
Opp Max Auto, Khalifa Bag, Sangrur, Punjab
148001

Dear **Ankita,**

We are pleased to offer you the appointment as **Management Trainee** with Birla Fertility & IVF (A Unit of CK Birla Healthcare Pvt Ltd). You will report to the **Consultant, Medical Services (Hyderabad Centre)** and **Cluster Manager, Operations (South Region),** for Birla Fertility & IVF (A Unit of CK Birla Healthcare Pvt Ltd).

The terms and conditions of your appointment will be as follows:

1. Your appointment will be effective from the date of your joining which is 21-Jun-2024.

2. You will be on probation initially for a period of 3 months from the date of your joining. Your service is deemed to be confirmed upon completion of your said probation period unless your performance is found unsatisfactory, and your probation is further extended in writing.

3. During the probationary period we may terminate your employment without assigning any reason and without any notice. During the probationary period you may terminate your employment by giving 1-month notice.

4. Your appointment may be terminated by us, without notice if:
   a. Any information provided by you is found to be incorrect or any material information was withheld.
   b. if any document submitted by you is found to be false or fabricated.
   c. if you are found guilty of misconduct.
   d. if the report about your background check is considered unsatisfactory by us.
   e. if there is any existing obligation that restricts you from joining our Company in the above-mentioned position.

5. Other than as provided in Clause 2, by either side without assigning any reasons by giving one months' notice, or salary in lieu thereof.

6. **Force Majeure-** During the term of this Agreement, by reason of any event beyond the company's reasonable control including but not limited to Acts of God, fire, flood, explosion, earthquake, or other natural forces, war, civil unrest, accident, any strike or labor disturbance, epidemic, pandemic or any other calamity (collectively, "Force Majeure") the Company in good faith believes it is unable to utilize employee's services,

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Birla Fertility & IVF

BFI/HR/AL/EMP/2023/622

the Company shall have the right upon twenty-four (24) hours prior notice to employee to suspend employee's services for the duration of such Force Majeure, or for any part thereof, and no compensation will be paid or accrue to Employee during any such period of suspension; provided that such suspension shall end as soon as such Force Majeure terminates

7. Your services are liable to be transferred from one department to another or from any one of our Group Companies (as designated by us) located anywhere in India.

8. You will abide by all Rules and Regulations and terms and conditions expressed or implied, which are in force from time to time at the workplace to which you are assigned for the time being.

9. The details of your annual compensation are provided in Annexure A, which is attached with this letter.

   a. Your annual salary of **Rs. 7,53,891 includes** the following components:

      i. Basic pay of **Rs. 1,80,000** per annum

      ii. House Rent Allowance (HRA) of **Rs. 90,000** per annum

      iii. Special Allowance of **Rs. 4,68,591** per annum

      iv. Statutory Bonus of **Rs. 15,300** per annum

   b. In addition to the above, you will be entitled to the following:

      i. Coverage under Employee Provident Fund from the date of joining, as per Rules

      ii. Coverage under Gratuity Scheme, as per the Gratuity Act

   c. Your compensation details must be treated as confidential at all times. You will not divulge or share them with anyone, except with those who are authorized to have this information.

10. All company information and assets (including analysis, plans, drawings, photo prints, reports and statements) that are shared with you during the course of your employment must be treated as confidential. You will not divulge or share them with anyone, except in the rightful discharge of your duties. Any breach of the above terms on your part will make you liable to be discharged without any notice.

11. All company information and assets, including documents, papers and records which may have been prepared by you or have come into your possession in the course of your employment, must be returned by you, once your employment relationship has ended with us.

12. You will not engage yourself in any other business or vocation during the tenure of your services with us. You will also give us a declaration on the status of you or any of your relatives, now or during the course of your employment, having any pecuniary or other interest in the activities relating to business of our Company or any of our Group Companies

13. You will not attempt to hire any employee of our Company, or any Group Company, for a period of 1 year after the cessation of your employment with us.

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Birla
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& IVF

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We look forward to a long and mutually beneficial relationship with you. Please confirm your acceptance of the above terms and conditions by signing and returning a duplicate copy of this offer letter to us.

Yours sincerely,

Prerna
Vice President, HR
Birla Fertility & IVF
(A Unit of CK Birla Healthcare Pvt. Ltd.)

I accept this offer and agree to abide by the terms and conditions stated in this appointment letter.

Signature : _____

Name (in Capitals) : _____

Place and Date : _____

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Birla Fertility & IVF

BFI/HR/AL/EMP/2023/622

CK Birla Healthcare Pvt. Ltd.				
Annexure A				
Name		**Ankita Sharma**	**Effective Date**	**21-Jun-24**
Department		**Operations**	**Band**	**JL2**
Designation		**Management Trainee**	**Location**	**Hyderabad**
Compensation Components			**(in Rs. per month)**	**(in Rs. per annum)**
Basic & Allowances	A1	Basic	15,000	180,000
	A2	House Rent Allowance	7,500	90,000
	A3	Special Allowance	39,049	468,591
	A4	Retention Allowance	-	-
	Total A		**61,549**	**738,591**
Statutory Bonus & Variable Pay	B1	Advance Statutory Bonus	1,275	15,300
	B2	Performance Variable Pay		
	Total B		**1,275**	**15,300**
Flexible Basket	C1	Meal Coupon	-	-
	C2	Books & Periodicals	-	-
	C3	Professional Development	-	-
	C4	Fuel (Individual Car)	-	-
	C5	Driver Salary (Individual Car)	-	-
	Total C		**-**	**-**
Retirals	D1	Provident Fund (Employer's Contribution)	1,950	23,400
	D2	ESIC (Employer's Contribution)	-	-
	D3	Labour Welfare Fund (Employer's Contribution)	-	-
	D4	Gratuity	722	8,658
	Total D		**2,672**	**32,058**
Insurance Benefit	E1	Insurance Reimbursement	-	-
	E2	Group Mediclaim Insurance	1,121	13,448
	E3	Group Personal Accident Insurance	8	97
	E4	Group Term Life Insurance	42	506
	Total E		**1,171**	**14,051**
	Total (A+B+C+D+E)		**66,667**	**800,000**

All taxes applicable to the compensation shall be to your account.

Authorised Signatory

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Orbees Business Solutions Pvt. Ltd.
Q1, B1, B2, B3, 6th Floor, Cyber Towers, Hitec City, Madhapur, Hyderabad – 500 081. CIN: U72200TG2006PTC049670
Tel: +91 - 040 - 2311 4722, Fax: +91 - 040 - 2311 4723. info@orbees.com | www.orbees.com | www.orbeesmedical.com

13th March 2024
Hyderabad

To

Ms. Anshu Singh
H.no.1132, Street no.1, new jyoti colony,
jamalpur,Ludhiana ,Punjab - 141 010.

Dear **Ms. Singh**

This has reference to our offer letter dated 30th October 2023. We are pleased to offer you six months paid internship with the full-time employment in our Organization with the following terms and conditions:

1. **Designation:** You will be designated as **Senior Analyst** from the day of full-time employment.

2. **Compensation:** Your gross annual compensation will be Rs. 8,00,000/- per annum (rupees eight lakh only).

3. **Group Mediclaim Insurance:** In addition to the annual compensation, you and your family (spouse and 2 children below the age of 21 years) will be covered under a Group Mediclaim Insurance policy for an amount of two lacs during your service with the Company. The policy will come into force within three business days from your date of joining.

4. **Place of Posting & Reporting:** Your initial posting will be at our Head office in Hyderabad. You will be reporting to the concerned project manager depending on the project you are part of.

   You are required to work on Orbees' projects at its facilities or at its clients' sites depending on the project requirements and the exigencies of project.

5. **Duties and Responsibilities:** You are expected to work with a high standard of ethics, professional integrity, initiative, efficiency and economy. You will need to enhance your skills, knowledge during the course of your employment depending on the project needs.

6. **Conflict of Interest:** During your service with the Company, you shall not hold any office of profit or shall not undertake any employment, consulting or business for profit or with any "for profit" organization directly or indirectly without the express written permission of Orbees' management.

7. **Confidentiality and service agreement:** You are required to sign a separate confidentiality and service agreement along with this Appointment Letter.

8. **Leaves and Holiday:**
   - **a)** You will be entitled to 16 leaves per calendar year and only 8 leaves will be carry forward to the next financial year.
   - **b)** 10 Holidays will be given as decided by the management.
   - **c)** You are required to take prior permission from your immediate supervisor for leave.
   - **d)** You are required to provide medical certificate for 3 or more days of continuous leave without prior permission.

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Employer

Employee

Orbees

9. **Working Hours:** The office timings starts typically from 9:00 AM during normal working days with 9 hour working period excluding lunch and break time which may change depending on the demand/requirement/circumstances/ exigencies of the projects. Orbees encourages flexible working hours so that the employees can be more productive. However, the working hours can be adjusted depending on the project needs at the discretion of the project manager and the employee is expected to adhere to it.

10. **Retirement:** You will retire in the normal course from the services of the Company on attaining the age of superannuation, that is on the day following your 60th birthday.

11. **Background Checks:** Your appointment is subject to necessary reference checks of your experience and education as mentioned by you in your resume or Job Application.

    You will be terminated from the services of the organization if any particulars furnished by you are found to be false or unsatisfactory during the background check which can be done anytime during your employment period.

12. **Taxes:** Orbees will withhold income tax and other statutory deductions as per the rules and regulations of the Income Tax Act and other Acts.

13. **Probation / Confirmation:** You will be on probation for a period of six (6) months from the date of joining, which may be extended based on your performance and organizational needs. During probation period, your services may be terminated by the company without any notice and without assigning any reason whatsoever. You will be deemed confirmed only if you have been intimated in writing.

14. **Employment tenure:** Orbees highly prefers to have long-term relationship with all its employees and strives to establish it.

    Due to the work nature at Orbees, and for employees to be successful in contributing well to the projects, there will be an initial ramp-up time. It takes a certain amount of time for you to develop into a well-rounded employee. Orbees will invest into your growth and improvement by providing training initially and/or during the employment, including on-the-job training. Moreover, due to the nature of relationships we build with our customers and the types of our engagements, our customers prefer to deal with Orbees' project personnel that are seasoned and can deliver with highest quality and professional standards, which comes with a longer employment relationship.

    The training that will be provided by Orbees which could be on-duty /off-duty/on-site/off-site, as may be required from time to time or continuous, will improve the professional standing of the employee and it will be imparted by Orbees at considerable expenditure/investment. Hence all employees are required to work for a minimum period of two years from the date of full-time employment which will be after the completion of six month internship period to recover the expenditure.

    The two-year minimum commitment has been also discussed with you during the interview process. By signing this letter, Confidentiality and Service Agreement, you are acknowledging that you are clear on the two-year unwavering commitment to Orbees and you are committing to serve Orbees for a minimum mandatory period of two years after the completion of internship period.

15. **Separation:** You are required to give three-month notice period. Notice can be given only after completion of the mandatory minimum 2 year tenure. The Company may at its discretion relieve you from such date as it may deem fit even before the expiry of the notice period without any compensation for the unexpired period. However, your relieving will be subject to completion of your work at hand and transferred to the concerned person(s) to the satisfaction of the management.

Employer

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Employee

Orbees

You are required to continue working with full commitment during your notice period. You are obligated to return all Orbees or client property either in physical or electronic form, on the last day of your association with Orbees.

If your performance is not to the satisfaction of the Company or for any unethical behavior at any point during your association with Orbees, then the Company reserves its right to terminate your services as per the Company policy.

That in the event of you committing breach of any of the terms of this agreement, Orbees shall seek legal ramifications for the damages it believes it incurred.

16. **Severability:** Each paragraph and provision of this Agreement is severable from the agreement/contract and if one provision or part thereof is declared invalid, the remaining provisions shall nevertheless remain in full force and effect.

17. **Joining Date:** You are required to join as an intern on **18th March 2024** and are requested to intimate 2 days in advance to the HR Department. Your date of full-time employment will be after the completion of six months internship period.

18. **Documents to be submitted:** You are required to submit the following documents. Please initialize all the photocopies.
    a) **Education:** Original and photo copy of all your educational certificates & mark sheets from your 10th standard to highest educational qualification. *(originals will be returned after verification)*
    b) **Resume:** Signed hard copy of your resume.
    c) **Salary Proof:** Salary certificate / latest 2 months pay slip with bank Statement, if you are experienced
    d) **Experience and Relieving Letter:** If you are a experienced professional, please submit your Appointment Letter, Experience Letter and Relieving Letter from your former employer.
    e) **Photograph:** Three latest passport size colour photographs.
    f) **Passport:** Photo copy of your passport with visas and rejections if any.
    g) **PAN Card:** Self-attested photo copy of your PAN card.
    h) **Form 16/16A:** Form 16/16A issued by your recent employer, if any income tax has been deducted from your salary.

We take great pleasure in welcoming you to Orbees and sincerely hope that your employment with us will be long, pleasant and rewarding. Kindly submit the signed copy of this letter.

For **Orbees Business Solutions Pvt. Ltd**

Rakesh Valluru
Senior Manager - Operations

I hereby declare that the information provided by me is correct to the best of my knowledge. I understand that I am liable for action as deemed fit by the Company during my employment with the Company for any misrepresentation of facts. I have read the above terms and conditions of employment and would hereby confirm strict adherence to the same.

Signature:

Anshu Singh
Date:
Place:

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Employer

Employee

Orbees

Salary Break-Up

	Per Annum	Per Month
Gross Annual Compensation	**8,00,000**	**66,667**
Basic	3,20,000	26,667
House Rent Allowance	1,28,000	10,667
Employer Provident Fund	38,400	1,800
Travel & Special Allowance	3,13,600	27,533
Gross Total	**8,00,000**	**66,667**

Take home without income tax	**62,867**

Deductions (p.m.)	
Employee Provident Fund	1,800
Employer Provident Fund	1,800
Professional Tax	200

Total deductions p.m. (excluding Income Tax)	**3,800**

Take Home p.m. (excluding Income Tax)	62,867

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Employer

Employee

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cloudnine

Date: **Feb 10, 2024**

Dear Mr. Anunay Maithani,

Congratulations! You've landed on Cloudnine!

We are delighted to offer you the position of **"Executive - Quality Systems"** in the **"Clinical and Quality"** department.

On Cloudnine, we are continually scouring the country for bright, young talent who can infuse our brand with new blood, energy and spirit. We are a community of vibrant minds and kindred souls. And we'd love for you to be a part of it. We found that your experience and outlook meshes well with the skill sets we are looking for in this role, and we look forward to the value that you can add to our organization.

As and on Cloudnine, our organizational fabric is seamed together by four intrinsic values: Respect, Innovation, Customer Centricity and Integrity. We pride ourselves on being an organization that is equally outward and inward looking, channeling the energies harboured within us to our customers and well-wishers.

Our brand is also deep-seated in a guiding trinity we've christened the 3C's: comprehensive care, clinical excellence and celebration. These principles lead the Cloudnine way beautifully, marrying superior care with little flashes of delight. Just as surely as the 3Cs are exemplified towards guests, they are mirrored towards employees. Our organization is rooted in superlative employee satisfaction and care, and the celebration of milestones big and small. Our work is tightly tethered to passion and play, and we love what we do. We cherish each day, and we want you to do the same.

There's only one step left before we embark on this brand-new, exciting journey. By accepting this offer letter, you can take your first step on Cloudnine. We promise you a treasure trove of new experiences that will keep you on Cloudnine for a long time to come.

You are requested to join us on or before **February 15, 2024**,
This job offer is contingent upon the following:

1. Completion of a satisfactory background check.
2. Satisfactory reference checks.
3. Execution of an employment/non-compete/confidentiality agreement.
4. Satisfactory Health checks.

For any questions, please feel free to respond to this email and I'll be happy to address them for you.

Yours sincerely,

Sofia Joseph
Head–Human Resources

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1, Prabhu Dayal Marg
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cloudnine

Date: **Feb 10, 2024**

Mr. Anunay Maithani,

Annexure-I

	Monthly	Annualized
Earnings		
Basic + DA	19660	235920
HRA	9830	117960
Special Allowance	11510	138120
Gross Earnings	41000	492000
Retirals		
PF Contribution (Employer)	1800	21600
Meritorious Contribution	946	11352
Statutory Bonus		
Advance Statutory Bonus **	1638	19656
Performance Linked Pay		
Performance Linked Pay *	0	0
Incentive	0	0
Cost to Company		
Cost to Company	45384	544608
Deductions		
ESI Contribution (Employee)	0	
PF Contribution (Employee)	1800	
Professional Tax (Employee)	200	
Total Deductions	2000	
Monthly Take Home ***	40638	

*** Performance Linked Pay and Meritorious Contribution as per policy.**
**** Monthly Advance Statutory Bonus paid against Annual Statutory Bonus amount.**

***** Take Home is before Income Tax and excluding Performance Linked Pay and Health Insurance Deductions**
- **Applicable tax to be borne by the employee.**
- **Health Insurance Coverage for Self and Family & Accident Insurance Coverage for Self as per policy and deductions made at actuals.**
- **Special Allowance may be allocated to reimbursement options detailed below.**

Reimbursement Options	Annual Limit
Food Coupons	Rs. 30,000

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Indraprastha Medical Corporation Limited

(Indraprastha Apollo Hospitals, New Delhi - A Joint Sector Venture of Govt. of Delhi)
Regd. Office : Sarita Vihar, Delhi-Mathura Road, New Delhi-110 076 (India)
Corporate Identity Number : L24232DL1988PLC030958
Phones : 91-11-26925858, 26925801, Fax : 91-11-26823629
E-mail : imcl@apollohospitals.com, Website : apollohospdelhi.com

REF. NO.:PER/LINT/REC/1224

Date: 12th June 2024

Mr. Anupam Chadha,
B-906,
Rohini Sector -1,
Delhi - 110085

Dear. Mr. Anupam,

Sub: Letter of Intent

This is with reference to your application for employment with us and the subsequent discussions we had with you.

We are pleased to confirm our intention to appoint you as **Executive** in the department of **Quality** Job Grade **12** in our Company. Upon Joining, you will be reporting to **Head of the Department** or whom so ever he / she designates.

You are required to join our Company on or before **24th June 2024.** In case you do not report for duty by this date, this offer will stand automatically withdrawn and cancelled, without any further written notice or any other communication, unless this LOI is extended by the Company in writing in advance.

On your joining us, you will be entitled to receive the Remuneration / Benefits / Allowances / Reimbursements as applicable, at an all-inclusive Cost to Company (CTC) of **Rs. 3,78,950/- (Three Lacs Seventy Eight Nine Hundred Fifty Only)** per annum, subject to TDS & applicable Statutory Deducstions. The structure of your compensation may be altered / changed from time to time in line with the company policy and practices without affecting the emoluments adversely. (*Refer Annexure A for Salary details*).

As per the Company policy, you will be on probation for a period of Six (6) months.

You would be initially posted at **Indraprastha Medical Corporation Limited, New Delhi**. However, as and when required, your services would be transferable to any of the offices / Units of the company in India and abroad. During the tenure with the Company, your services are also liable to be rotated within the organization as per the policy of the Company prevailing from time to time.

Your appointment is subject to satisfactory reference checks and clearance from any secrecy / service agreement that you may have executed in the past and which could have bearing on your employment with us. This offer is subject to you being found medically fit. In this regard, you are required to undergo a pre-employment medical examination at our hospital on any working day before your joining date.

Further, this Letter of Intent is being issued based on the information furnished in your application for employment and the information provided by you during the interviews you had with us. This is also further subject to your producing original academic records and Relieving Letter from your immediate past employer. If at any time in future, it comes to our notice that any of the information furnished by you is incorrect or relevant material / information has been withheld by you, then your employment is liable to be terminated without any notice and without any type of liability associated with the Company for such misrepresentation.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

This is only a Letter of Intent and the **'Letter of Appointment'** detailing the terms of your employment will sbe given to you, on your joining.

On the day of joining, you are required to bring a clear copy of the documents detailed in **Annexure-B**, with self-attestation. Also please carry your original documents for verification purposes.

You will abide by the rules and regulations of the Company as may be in force from time to time.

Kindly sign and return the duplicate copy of this letter as a token of your acceptance. If you don't confirm acceptance within three working days, the company reserves the right to withdraw the offer.

We take great pleasure in welcoming you to share your experience and expertise, and sincerely hope that your period of service with us will be long, pleasant and of mutual benefit.

For **INDRAPRASTHA MEDICAL CORPORATION LIMITED**

Anita Rao
Manager-HR

By signing on this letter below, I Mr. / Ms. / Dr. .....accept this offer, for

the position of ..... at **Indraprastha Medical Corporation Limited.**

Signature: ..... **Date:** .....

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Annexure - A

CTC Break-Up		
Name	Mr. Anupam Chadha	
Designation	Executive	
Department	Quality	
Job Grade	12	
Gross Salary / Remuneration Breakup (A)	**Per Month (INR)**	**Per Annum (INR)**
Basic Salary	15000	180000
House Rent Allowance	750	9000
Children Education Allowance	200	2400
Other Allowance	10588	127056
Total Gross Salary (A)	**26538**	**318456**
Reimbursement (B)		
Telephone Reimbursement	1000	12000
Total Reimbursements (B)	**1000**	**12000**
Statutory Benefits (C)		
Employer's contribution to Provident Fund	0	0
Gratuity	722	8664
Total Statutory Benefits (C)	**722**	**8664**
Insurance Premium (Employer's Contribution) (D)		
Group Mediclaim Insurance (premium)	1416	16992
Group Personal Accident Insurance (premium	98	1176
Group Term Insurance (premium)	226	2712
Total Insurance Premium (D)	**1740**	**20880**
Fixed Cost to Company (A+B+C+D)	**30000**	**360002**
Performance Link Variable Pay (PLVP) (E)	-	**18948**
Total Cost to Company (A+B+C+D+E)		**378950**

Note:

*The payment of Gratuity will be subject to the provisions of the Gratuity Act 1972.

Performance weightage distribution for PLVP Calculation:

- Member's performance is linked with individual & Organizational Performance
- PLVP weightage is distributed between the below listed performance segments
  - Individual Achievement
  - Region/BU Achievement
  - Company Achievement
  - Management Discretion
- The PLVP weightage distribution between the performance segments will be as follows:

Individual Achievement	Region/BU Achievement	Company Achievement	Management Discretion
50%	20%	20%	10%

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"Annexure – B"

s

List of Documents

The following documents are required at the time of your joining:

- Letter of Intent issued by the Organization.

EDUCATIONAL CERTIFICATES:

- Self-Attested copy of the Certificates of 10th, 12th, Graduation & Post Graduation.
- Self-Attested copy of the Mark sheets for 10th, 12th, Graduation & Post Graduation.
- Self-Attested copy of the Certificates of professional courses or trainings.

PROFESSIONAL CERTIFICATES:

- Self-Attested copy of the Relieving Letter / Resignation Acceptance Letter from the last two previous organizations.
- Self-Attested copy of the appointment letter, Last Increment letter and **last salary slip** of the previous organization.
- Self-Attested copy of the Experience Certificates of all previous organizations.

OTHERS:

- 5 passport Size Photographs (With White Background).
- Self-Attested copy PAN CARD.
- Family Photograph for ESI Card (If Applicable).
- Self-Attested copy of the Medical Council of India / State Medical Council Registration Certificate (For Doctors).
- Self-Attested copy of the Nursing Council of India / State Nursing Council Registration certificate (For Nurses).
- Self-Attested copy of any Certificates pertaining to immunization, if available.

Please carry all the originals of the above mentioned documents for verification purposes.

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Near Sanganer Airport, Jaipur-302029

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DocuSign Envelope ID: B03E8094-D273-4E64-8871-4223F553D635

KhushiBaby

Letter No:KB Admin/HR2023-24/168 Dated: March 11, 2024

Ms. Anushruti Saxena,
R/o. O-273, Second Floor,
Awas Vikas-1, Keshavpuram,
Kalyanpur, Kanpur-208017, U.P.
Email: anushrutisaxena29@gmail.com

Subject: Appointment letter for joining as Community Engagement Probationary Associate at Khushi Baby

Dear Anushruti,

Khushi Baby is pleased to extend an offer to you for the position of **"Community Engagement Probationary Associate"** for a period of 3 months with a consolidated monthly compensation of INR 35,000. A performance review will be conducted upon the completion of the three months in this position with Khushi Baby. Your further continuation with the organization will be determined by your performance and conduct during the probation period, assessed on a 5-point scale rating across 12 performance parameters. A minimum cumulative score of 4.5 will be considered for the extension of services, subject to the sole discretion of KB management

In this position your primary location will be **Udaipur,** with episodic travel to local field areas and other field locations of Khushi Baby (such as Bengaluru/Jaipur etc.) as a part of your JD and regular knowledge enhancement. Modest expenses for lodging and boarding for official travel will be covered by Khushi Baby as per policy. Throughout your association with Khushi Baby, you are expected to adhere to your job description and the contractual clauses that will be mutually agreed upon.

Your date of joining is effective from the day you report to the Jaipur office of Khushi Baby, which should not be later than March 15, 2024. For more information, please reach out to the HR department.

Please sign and return the enclosed copy of this offer letter to indicate your acceptance of the terms and conditions outlined above. We are excited to welcome you to the Khushi Baby team and look forward to your valuable contributions. If you have any questions regarding the policies and procedures, please do not hesitate to contact me.

Regards,

DocuSigned by:
Mohammed Shahnawaz
CED6407A9D4F47C...

Mohammed Shahnawaz,
COO, Khushi Baby

Registrar
The IIHMR University
Near Sanganer Airport

Khushi Baby
6016 Louis Way, El Dorado Hills, CA, 95762, USA
123 Kharol Colony, Fatehpura, Udaipur, 313001, Rajasthan, India
admin@khushibaby.org, +1 281 725 8062, +91 9001469934
www.khushibaby.org

Outlook

RE: Campus Recruitment 2024 passout batch - IIHMR University Jaipur

From Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Date Tue 3/19/2024 4:16 PM
To Ajay Sharma <ajay@khushibaby.org>
Cc Urvashi Goud <urvashi@khushibaby.org>; Mohammed Shahnawaz <shahnawaz@khushibaby.org>; Anita Thapa <anitathapa@iihmr.edu.in>; N Satheeshkanna <satheeshkanna@iihmr.edu.in>

1 attachment (99 KB)
Khushi Baby_NOC_IIHMR University, Jaipur.pdf;

Dear Sir,

Greetings from IIHMR University Jaipur!

Please find attached the NOC for all the selected candidates.

With Regards,

IIHMR UNIVERSITY

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in| W:
www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

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From: Ajay Sharma <ajay@khushibaby.org>
Sent: Wednesday, February 14, 2024 1:22 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Urvashi Goud <urvashi@khushibaby.org>; Mohammed Shahnawaz <shahnawaz@khushibaby.org>
Subject: Re: Campus Recruitment 2024 passout batch - IIHMR University Jaipur

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Tejwani sir,

Following candidates have been finalized on the position of "Public Health Probationary Associate" with the offers mentioned in brackets with the respective candidate's name. We will give them offer letters very soon starting their joining from 15th March 2024

1. Vaishnavi V - Probation of 3 months (35K INR per month) -
2. Anushruti Saxena- Probation of 3 months (35K INR per month)
3. Prateek Dad- Probation of 3 months (35K INR per month)
5. Sheetal Sharma- Probation of 3 months (35K INR per month)
6. Khushboo Gupta- Internship for 3 months (15K INR stipend per month)

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On completion of their 3 months' tenure, a review of performance of these candidates will be undertaken. Based on the review's result, the full time offer MAY be provided to them to continue on the same or revised role.

Please note that mentioned compensation is consolidated in hand and may be revised (45K per month) on completion of three months tenure, which, however, will solely depend on how well they perform during the first three months of association.

These students have been intimated about their selection in KB and this email is for your official note.

I would like to take this opportunity to thank you for your continuous support and cooperation throughout the process. Please feel free to contact us if any further information is needed in this regard.

Best regards, .

Important: This email contains confidential Information; if you are not an intended recipient, disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.

Ajay Sharma
Lead- Admin & HR
Khushi Baby
KhushiBaby
+919829442079
ajay@khushibaby.org
www.khushibaby.org

Great Place To Work. Certified OCT 2023 - OCT 2024 INDIA

On Mon, Feb 12, 2024 at 2:27 PM Vinod Tejwani <vinodtejwani@iihmr.edu.in> wrote:

> Dear Sir,
>
> Thanks a lot.
>
> Nayonika Singh is already placed with other organization. This is for your information please.
>
> **With Regards,**
>
> IIHMR UNIVERSITY
> Registrar
> The IIHMR University
> 1, Prabhu Dayal Marg
> Near Sanganer Airport, Jaipur-302029
>
> **Vinod Tejwani**
> **Dean- Placements & Alumni Relations**
>
> **A:** IIHMR University | 1, Prabhu Dayal Marg,
> Near Sanganer Airport, Jaipur – 302029
> **E:** vinodtejwani@iihmr.edu.in| **W:**
> www.iihmr.edu.in
> **M:** +91 9891393008, 9929754987
> **P:** +91 141 3924700 (213)
>
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Global Health Limited

LETTER OF INTENT **Date: 06-Nov-2023**

Dr. Aparna Dubey
IIHMR, Jaipur

Dear Dr Aparna,

Congratulations! We are pleased to offer you a position at **Global Health Limited (Medanta)** on the following terms:

1.	Designation	Trainee – Medical Administration
2.	Total all inclusive CTC	- Rs. 25,000/- (Rupees Twenty Five Thousand Only) per month as stipend during Dissertation period - Rs 6,00,000/- (Rupees Six Lakhs Only) per annum upon completing the course i.e. dissertation submitted, final exams clear and degree being awarded. (feedback from supervisor at Medanta will also play important role at this step)
3.	Date of joining	15-Mar-2024 or earlier, if possible
4.	Place of posting	Gurgaon

Company shall conduct background verification through a third party agency post your joining. **YOUR EMPLOYMENT SHALL BE SUBJECT TO SUCCESSFUL COMPLETION OF VERIFICATION AND SUBMISSION OF REPORT SATISFACTORY TO THE COMPANY**

Additionally, you shall also undergo pre-employment health check-up process and this offer will be subject to you being found medically fit. You will also be governed by the general terms and conditions as published in the detailed appointment letter given to you post joining.

LIST OF DOCUMENTS REQUIRED FOR JOINING

1	Certificates & mark sheets of class 10th, 12th, Graduation, PG(mark sheet as well as degree) or any other professional course	2 Copies of each
2	State Registration certificate (valid) from respective Clinical/Nursing/Pharmacy Council (as applicable)	
3	Internship completion certificate & Course completion certificate	
Mandatory for Doctors: All documents mentioned above in Sl. No 1 & 2 needs to be self-attested		
4	**PAN CARD**	
5	Address Proof (Aadhaar card/Passport / Voter card / Driving license)	
6	Appointment Letter and salary slip from the last employer	
7	Relieving Letter/Resignation acceptance from the last employer	
8	Experience Certificate from all previous employers	
9	Other Documents • 4 Passport Size photographs • Copy of Vehicle Registration Certificate (RC) incase parking facility is required	

Please return the duplicate copy of this letter duly signed as acknowledgement in case offer is acceptable to you. We look forward to your being part of Medanta Family.

Yours faithfully,
For **GLOBAL HEALTH LTD**

SAURABH UPADHYAY
SENIOR VICE PRESIDENT & HEAD – HUMAN RESOURCES

Accept.....

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

(1969)

THE MISSION HOSPITAL DURGAPUR | FUTURISTIC TECHNOLOGY. BRILLIANT MINDS.

LETTER OF INTENT

Dated: 24.02.2024

Dr. Aparajita
105, Shiv Kutir Apartment,
New Yarpur Road No. 1A, Jhunjhunmahal Road,
Gardanibagh, Patna-800001 (Bihar)

Dear Dr. Aparajita

With reference to the discussions we had with you, the management is pleased to announce that you will be doing three months "**Dissertation**" in our organization starting from **April 1, 2024.**

During the dissertation period you will be paid a consolidated stipend of **Rs. 10,000/-** (Rupees Ten Thousand) only per month.

Upon successful completion of your dissertation and completion of course, you will be appointed as **"Management Trainee"**. During this period you will be paid a stipend of **Rs. 35,000/-** (Rupees Thirty Five Thousand) only subject to statutory deductions as applicable in your case.

This is a provisional Offer, formal letter of appointment elaborating terms and conditions of employment shall I be issued once you complete dissertation and join us as Management Trainee.

Please acknowledge the receipt of this offer.

Wishing you all the best.

For The Mission Hospital,

Ramesh Lall
President-HR & Admin

I have read, understood and accepted the terms & condition of this offer. I am willing to start my dissertation on or before .....

Name :
Signature :

Date:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Date: July 31, 2024

Ref: CEL/HCAP/202407/035

To
Archana Jangid,
24, Income Tax Colony,
Jagatpura, Jaipur, Rajasthan

Sub: Offer Letter

Dear Archana,

It is our pleasure to extend the following offer letter to you on behalf of Community Empowerment Lab further to the interview and discussions you have had with us.

We are pleased to offer you a position as **Program Associate** in this capacity, you will report to **Dr. Pramod Singh (Director Program Impact & Community Partnership).** You may be required to travel frequently to field sites and other locations from time to time to effectively carry out your duties.

Term of Employment:
This is a full-time employment with the date of joining no later than **05 August 2024** However, either party may terminate this employment agreement by notice given in writing observing the statutory notice of a minimum of 30 days.

Remuneration:

Your remuneration is fixed at an annual cost to company of **INR 4,80,000 Lakhs** inclusive of taxes, your salary will be disbursed to your salary account no later than the 7th day of the subsequent month. CEL's policy is to review performance formally on an annual basis and reconsider compensation based on merit at that time. In addition to this policy, CEL managers review performance on an ongoing basis.

Taxes:
CEL will make deductions for Income Tax and other statutory deductions from your monthly salary, as per Income Tax rules and provisions, and deposit the same with the concerned Treasury/Department.

Reimbursements:
CEL shall reimburse you for all reasonable expenses incurred in the proper performance of your duties hereunder against prior approval and production of written evidence of such expenses to the reasonable satisfaction of your CEL manager/ approving authority, and in accordance with CEL's travel & business expenditure policy.

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Near Sanganer Airport, Jaipur-302029

General:

On joining the organization, you shall abide by the rules and regulations of the organization as may be in force from time to time. You will be required to maintain utmost confidentiality in respect to proprietary, confidential data information, documents and the organization's Human assets profile. Regular performance reviews will be done to benchmark your performance against organizational standards.

We welcome you on board. At the time of joining, the Human Capital team will give you a detailed letter of appointment. We would expect you to join no later than **06 August 2024** in keeping with our discussions with you, otherwise this offer will stand withdrawn automatically within ONE week of the joining date, or it stands canceled in case of any deviations in information provided by you.

It's our pleasure to welcome you to CEL. We sincerely hope that you will consider this offer favorably. We at CEL look forward to working with you.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

With best wishes,
For Community Empowerment Lab

Simanta Mohanty
Chief Development Officer

AGREED AND ACCEPTED:

DATE OF ACCEPTANCE:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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ADITYA BIRLA CAPITAL

PROTECTING INVESTING FINANCING ADVISING

Sub: Offer Letter

Date:13-May-2024

Private & Confidential

Dear ARCHANA KOUL,

We take pleasure in inviting you to be a part of Financial Services, an the Aditya Birla Group Company.

Your journey, at Financial Services, begins with the position of "Management Trainee". The details of your compensation and benefits are enclosed in the Annexure.

This position is based out of G Corp Ho - Mumbai. The summary details are provided below:

- Job Band: TR
- Designation: Management Trainee
- Function: Service Ops
- Reporting to Porject Mentor

Terms and Conditions:

1. You will be on the rolls of Financial Services and all its employment conditions will be applicable. The probation period will be of six months from the 08-Jul-2024. You will be confirmed subject to successful completion of the probation period.
2. A detailed letter of appointment awaits you on your joining and on successful completion of joining formalities.
3. This offer is valid subject to acceptable feedback from professional reference checks, credential checks, antecedent checks and you being declared medically fit to work as per the Pre-employment health check-up.
4. All Taxes and necessary compliances will be applicable as per Indian Laws.
5. Your performance review cycle will be due for completion on 01-Jul-2025 with effective from the date of your joining.

We look forward to your offer acceptance and welcoming you on board.

Yours Faithfully,

For Financial Services

This is a system generated letter. Hence, doesn't require signature.

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Near Sanganer Airport, Jaipur-302029

Aditya Birla Capital Ltd.
One Indiabulls Centre, Tower 1-C, 18th Floor, Jupiter Mill Compound,
841, Senapati Bapat Marg, Elphinstone Road, Mumbai 400 013.
+91 22 4356 7000 | (F) +91 22 4356 7111
abc.secretarial@adityabirlacapital.com I www.adityabirlacapital.com

Registered Office:
Indian Rayon Compound, Veraval - 362 266. Gujarat.
+91 28762 45711
CIN: L67120GJ2007PLC058890

Annexure "A"

Name	**Archana Koul**		
Date of Joining	**08-Jul-2024**	**Business**	**Aditya Birla Capital Limited**
Job Band	**MT**	**Business Unit**	**Aditya Birla Sun Life AMC Limited**
Designation	**Management Trainee**	**Department**	**Ops - Head's Office**
Role	**Operations - MT**	**Performance Review Year**	**April to March**
Location of Posting	**ABHI - Thane - G Corp**	**Compensation Review Year**	**July to June**
Reporting To	**Project Mentor**	**Next Compensation review date**	**01-Jul-2024**

	Per MONTH	Per ANNUM	Remarks
Salary		**2,62,500**	
Basic Salary	21,875	2,62,500	This is paid on a monthly basis. Retirement benefits are linked to it.
Allowances/ Reimbursements		**2,98,999**	
Leave Travel Allowance	-	10,000	This covers reimbursement for travel on leave within India. It is governed by the Income Tax Act where one can take tax exemptions twice in a block of four years as per guidelines
Education Allowance	200	2,400	This is paid on a monthly basis.
Special Allowance	22,483	2,69,799	This is paid on a monthly basis.
Advance against statutory bonus	1,400	16,800	Applicable to employees having basic salary less than or equal to INR 21,000 per month. This paid on a monthly basis.
Guaranteed Cash		**5,61,499**	
Retirement Benefits		**57,251**	
Provident Fund (12% of Basic) - Employer Contribution	2,625	31,500	The employer contributes to the extent of 12% of basic salary or Rs. 21600 whichever is higher.
Gratuity (15 days Basic)	1,052	12,626	This is governed by the Payment of Gratuity Act.
National Pension Scheme	1,094	13,125	NPS (Optional) - The National Pension System (NPS) is a voluntary retirement scheme. 5% of Basic Salary will be contributed in National Pension Scheme & employee has an option to increase contribution up to a maximum of 10% of Basic Salary. Employee also has an option to opt out of the NPS. In case of opt out, the said amount will be added to special allowance.
Fixed Compensation w/o housing		**6,18,750**	
Housing		**1,31,250**	
HRA	10,938	1,31,250	This is calculated @ 50% of Basic Salary. This amount is paid as a part of the monthly salary
Fixed Compensation		**7,50,000**	
Cost to Company		**7,50,000**	
Joining Bonus		75,000	This is a one time (pre tax) Joining Bonus paid at the time of joining and is over and above the fixed compensation details mentioned above. This amount (pre tax) would be entirely recovered from you, in the event of your separation from the Company anytime during a period of 12 months, from your date of joining. The gross amount will be recovered in full.
Confirmation Bonus		1,00,000	This is a one time (pre tax) Confirmation Bonus paid post your confirmation and is over and above the fixed compensation details mentioned above. This amount (pre tax) would be entirely recovered from you, in the event of your separation from the Company anytime during a period of 12 months, from your date of payout. The gross amount will be recovered in full. This is paid in lieu of Annual Incentive.
Notice Buyout		No	You shall also be paid a sum on actuals towards reimbursement of Notice Pay Buyout from your current organization at the time of joining subject to submission of documentary proofs. This is a onetime payment over and above the cost to company details mentioned in the annexure as above. In case of seperation from services from the company within 12 months from the time of payout, the said amount will be recovered in full.

Notes:
- Taxes as applicable, to be borne by the incumbent, as per prevailing tax laws.

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Employee Protection and Wellness Benefits / Perks not Valued Employee and family care have been core to our belief. We enrich the lives of our employees and their families by offering protection and wellness solutions that cover physical and emotional wellbeing. Key Benefits are summarized for your ready reference. We encourage you to know more about these benefits and utilize them to enrich your life and the lives of your family members. Below information is indicative and subject to change from time to time.			
Mobile Phone		Yes	Rental and official calls (For VIL subscriptions only).
Group Medical Insurance - Base		INR 500,000	The Group Medical Insurance provides a Base cover of INR 500,000 for a family of 6 including Parents / Parents-in-law (as chosen by the employee). This is a Co-Pay policy.
Group Medical Insurance - Top up / Top		INR 200,000 to INR 2,500,000	Employees have the option to choose Top up cover ranging from INR 2 lacs to INR 25 lacs with the default option being INR 3 lacs. The "Top Up" plan is voluntary and fully paid for by the employee. On opting for Top-up there is a waiver of premium Co-Pay on the Base Cover as defined in the policy.
Group Accident Insurance		50,00,000	The Group Accident Insurance provides for compensation in the event of accidental death or disablement. The entire premium is borne by the organization.
Nishchint		20,00,000	Nishchint is a voluntary life insurance benefit. The amount is indicative as per your current Job band, subject to your enrolment at the time of policy renewal. Employees will be charged a premium at 25% of total premium rates (subject to maximum of INR 60,000) and company will pick up the remaining costs.
Group Term Insurance		15,00,000	The Group Term Insurance provides for compensation in the event of Basic death, Accidental death and Dismemberment, Critical illness. The entire premium is borne by the organization.
Integrated Personal Health Care Programme			
Health Assessment		As per Policy	Wellness Assurance Policy provides for preventive health check-up for employees at regular intervals. The frequency and tests have been decided keeping in mind the age-related risks. 1)Employees in the age group 35 and below are eligible for one Health Check up every 3 years. 2)Employees in the age group 36 – 45 are eligible for one Health Check up every 2 years. 3)Employee in the age group above 45 and employees in JB 5 and above (irrespective of the age) are eligible for Health Check up every year. Employees are encouraged to undergo an annual basic health assessment through our digital partner or plant hospital as applicable. Details as mentioned below in the Digital Health and Wellbeing App section.
Life Unlimited		As per Policy	Emotional well-being is as important as physical well-being. Through Life Unlimited, we have tie-ups with reputed partners who offer confidential counselling services and resources that help navigate through difficult situations and build resilience. These are meant for you and your family members.
Digital Health and Wellbeing App		INR 1,500	Wellness Benefit is being offered for enabling a healthier lifestyle and to provide support to you to monitor and improve your vital health parameters. We encourage you to undertake the regular health check-up/ assessments provided by the company and download the Digital Health and Wellbeing App to avail all other wellness offerings.
Retirement Benefits			
Gratuity		As per Policy	The Gratuity is payable at the time of separation with a continuous service of 5 years or more. The Payout is based on 15 days' Basic Salary for every completed year of service. The Gratuity benefit on Retirement is as follows. 1. More than 5 and up to 10 years - 15 days of last drawn basic salary per completed year of service 2. More than 10 and up to 15 years - 21 days of last drawn basic salary per completed year of service 3. More than 15 years - 1 month of last drawn basic salary per completed year of service
National Pension Scheme		As per Policy	Employees have an option to opt for Contribution to National Pension Scheme up to a maximum of 10% of Basic Salary. Also, Employees can transfer the accumulations under the existing Superannuation Fund account to the National Pension Scheme.

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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niva Bupa
Health Insurance

Letter Of Intent

Date: 5th October 2023

Name: Dr. Archana Sharma

Location: Gurgaon

Dear Dr. Archana

1. We are pleased to inform that you have been shortlisted for the position of **CREST Management Trainee** in Claims Department in **Niva Bupa Health Insurance.**
2. Your date of joining would be June 2024, failing which, this offer letter shall automatically stand withdrawn and cancelled from date of issuance of this letter, until otherwise the same is mutually agreed and revised accordingly.
3. This letter is only **Letter of Intent** and formal offer letter will be issued to you by January 2024.
4. Your annual compensation breakup shall be as below:

   - **Fixed*: INR 12,00,000/-**
   - **Performance Pay*: INR 1,20,000/-**

   *Fixed CTC is subject to Statutory, Tax deduction as applicable.
   *Performance Pay may vary as per the performance rating by NBHI.

5. Please carry original and submit the copies of the following documents on the day of joining:

   a. PAN Card and E- Aadhaar Card
   b. X & XII passing certificate.
   c. Graduation and Post-Graduation - Degree and Marksheet
   d. Cancel Cheque

6. However, in the event of any misconduct by you, this letter of Intent shall automatically stand withdrawn and cancelled from date of issuance of this letter.

We look forward to welcoming you, and wish you all the best for this exciting new journey.

For Niva Bupa Health Insurance

Shibani Mandal

Authorized Signatory

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Internal

1473

MEDICOVER HOSPITALS

Great Place To Work. Certified

07th November 2023

Letter of Intent

Dr. Archi Gupta,
Jammu.

Dr. Archi Gupta,

Congratulations!

With reference to your application and subsequent interview with us dated **20th October 2023**, we are pleased to offer you the position of **"Management Trainee"** in the Grade **"E1"** department of **Pharmacy** at **Medicover Hospitals, Navi Mumbai** (A Unit of Sahrudaya Health Care Pvt. Ltd.)

Your remuneration is as mentioned in **Annexure-1**. We would expect you to join on or before **06th May 2024**, beyond which the offer would stand withdrawn, unless a new date is mutually agreed upon, and confirmed in writing.

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

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

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

V. Umamaheswara Rao
V Umamaheswara Rao
Chief Human Resources Officer

I accept the terms and conditions of the offer.
Signature:
Date:

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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Annexure-1 (Confidential)

Offered Salary		
Direct Components	**Per Month**	**Per Annum**
Basic	23534	282408
HRA	9414	112968
Advance Statutory Bonus	600	7200
Medical Allowance	2353	28236
Canteen Allowance	2353	28236
Special Allowance	8814	105768
Final Gross (A)	**47068**	**564816**
PF (B)	**1800**	**21600**
Gratuity (C)	**1132**	**13584**
Cost To Company (A+B+C)	**50000**	**600000**

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

V. Umamaheswara Rao

V Umamaheswara Rao
Chief Human Resources Officer

I accept the terms and conditions of the offer.
Signature:
Date:

Registrar
The IIHM University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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HEALTHARK

Date: 27th Sep 2023

Dear Archita Srivastava,

Sub: Offer Letter

Thank you for exploring career opportunities with **Healthark Wellness Solutions LLP** (referred to as "Healthark Insights" subsequently in the document). You have successfully completed our 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 **Consultant**. Your salary including all the benefits will be **INR 8,16,031** per annum, as per the terms and conditions set out herein.

Kindly Accept the Offer Letter within one day of receipt of the offer. Also, you are hereby requested to join us starting by **19th Jun 2024.**

Compensations and benefits:

1. **Working Hours**

   You will be working from the office (On-Site) for 5 days a week [Monday to Friday full-time]. However, we may occasionally schedule additional sales events, seminars, or meetings during the weekend. The regular working hours will be 10:00 a.m. to 7:00 p.m. All employees will be required to work in shifts and/or extended hours as permitted by law. You may be required to work beyond your existing working hours depending upon the business requirements/exigencies from time to time.

2. **Compensation Structure/Salary Benefits**

   The Compensation structure and salary components are subject to change as per the company's policy from time to time as its sole discretion.

3. **Probation Period**

   We will keep you on a three-month probation period during which we will gauge your performance and upon completion, both the parties will mutually agree if the employment should be made permanent or not.

4. **Alternative Occupation/Employment**

   Either during the period of your probation or during the period of your employment as a confirmed employee of Healthark Insights 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 Healthark Insights.

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

HEALTHARK

5. **Confidentiality Agreement**

As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of Healthark Insights and its clients.

6. **Intellectual Property Rights**

That all the intellectual property rights relating to the work done or created by you including all material development, seminars and presentations, designing of marketing material, development of website, lecture notes etc. during the course of this contract with the company solely and exclusively vest with the company in perpetuity and the company shall have the sole and exclusive right to utilize any or all of them. The Intellectual Property in relation to this clause shall also cover the intellectual properties of Company's clients/vendors/contractors/employees etc

7. **Notice Period**

You will be required to give at least a Three-months notice period failing which you are required to pay an equivalent salary amount as compensation to the company. Furthermore, Healthark Insights reserves the right to ask the candidate to complete your notice period.

8. **Submission of Documents**

At the time of joining, a photocopy of the following documents should be submitted:

- Permanent Account Number (PAN) card Aadhar Card, Driving License, Passport, and Election ID
- Degree Certificate and Postgraduate degree certificate
- 4 photographs
- Relieving letter & Last Three Month's Salary Slips from your last employer.

We look forward to having you in our team.

Sincerely,
Amol Pandya
HR Manager
Healthark Insights

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

HEALTHARK

Appendix – I

Components	Amount Per Month (INR)	Amount Per Annum (INR)
A. Fixed		
Basic	20,000	2,40,000
HRA	10,000	1,20,000
Special Allowance	20,000	2,40,000
Retention Bonus *		2,00,000
**Total Fixed Compensation ** **	**50,000**	**8,00,000**
C. Other		
Medical Insurance Premium ***		4,487
Gratuity ****		11,544
Total Other Components		**16,031**
Total Cost to Company (CTC)		**8,16,031**

* A one-time component of INR 1,00,000 will be disbursed to the employee upon completing the first year with the company, and the remaining INR 1,00,000 will be paid out after the completion of the second year of employment.

** Currently, we do not deduct PF but the same may be deducted in future from the offered CTC when applicable as per Government rules; Tax Deducted at Source (TDS) and / or Professional Tax will be deducted from the offered CTC as per Government rules.

*** Current medical cover is INR 5 lacs with the insurer's terms & conditions. The cost of medical insurance could change depending on Insurance regulations & company's insurance partner

**** Gratuity is payable as per the provisions of the Payment of Gratuity Act 1972

I accept the offer letter with all terms and conditions

Dr Achita Srivastava

@achita

29/09/23

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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niva Bupa
Health Insurance

Letter Of Intent

Date: 5th October 2023

Name: Dr. Arushi Arya

Location: Gurgaon

Dear Dr. Arushi,

1. We are pleased to inform that you have been shortlisted for the position of **CREST Management Trainee** in Claims Department in **Niva Bupa Health Insurance.**
2. Your date of joining would be June 2024, failing which, this offer letter shall automatically stand withdrawn and cancelled from date of issuance of this letter, until otherwise the same is mutually agreed and revised accordingly.
3. This letter is only **Letter of Intent** and formal offer letter will be issued to you by January 2024.
4. Your annual compensation breakup shall be as below:

   - **Fixed*: INR 12,00,000/-**
   - **Performance Pay*: INR 1,20,000/-**

   ***Fixed CTC is subject to Statutory, Tax deduction as applicable.**
   ***Performance Pay may vary as per the performance rating by NBHI.**

5. **Please carry original and submit the copies of the following documents on the day of joining:**

   a. PAN Card and E- Aadhaar Card
   b. X & XII passing certificate.
   c. Graduation and Post-Graduation - Degree and Marksheet
   d. Cancel Cheque

6. **However, in the event of any misconduct by you, this letter of Intent shall automatically stand withdrawn and cancelled from date of issuance of this letter.**

We look forward to welcoming you, and wish you all the best for this exciting new journey.

For Niva Bupa Health Insurance

Jaishree Mandal

Authorized Signatory

Registrar
The IIHM University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

MAHATMA GANDHI UNIVERSITY
of
MEDICAL SCIENCES & TECHNOLOGY
JAIPUR

22nd March 2024

Dear Dr. Ashutosh Surendra Singh Pal,
Congratulations!

We are delighted to extend to you an offer to join Mahatma Gandhi Medical College and Hospital Sitapura, Jaipur as a Trainee post your dissertation at our institute. After careful consideration of your qualifications and interview performance, we believe that you will make a valuable addition to our MAHATMA GANDHI HOSPITAL, JAIPUR

Details of your employment are as follows:
Position: Management Trainee
CTC: 6,00,000 PA
Start Date: June 3rd, 2024
Location: Mahatma Gandhi Medical Colege and Hospital Sitapura, Jaipur

Terms of Employment:
- You will be enrolled in a dissertation program at Mahatma Gandhi Medical College and Hospital Sitapura, Jaipur, as part of your training.
-Your performance during this training period will be closely monitored, and a decision regarding your potential employment with Mahatma Gandhi Medical College and Hospital, Jaipur will be based on your performance evaluation at the end of the training period.

We are confident that your skills and experience will contribute significantly to our organization's Success. If you choose to accept this offer, please sign and return a copy of this letter by 24th March 2024 to indicate your acceptance of the terms of employment.
We look forward to welcoming you to the team and working together

Dr Shubhi Shrivastava
Assistant General Manager
Administration
Mahatma Gandhi Medical College and Hospital, Jaipur

Registrar
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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

KRISHIV
Health Care

DATED: 29TH MAY,2024

Mr. Ashok Sharma

We are pleased to offer you position of "MANAGEMENT TRAINEE" in the Department "OPERATION/MARKETING/QUALITY/ADMINISTRATION" of our organization for SKMH, Jaipur, Rajasthan (A Unit of Krishiv Health Care, Jaipur) on mutually agreed terms and conditions during the interview. Please proceed to join your duty at the earliest but not later than 15TH JUNE, 2024.

Your appointment shall be effective from the date of joining. To enable us to complete you're joining formalities, please bring along following documents in original with a self-attested photocopy at the time of joining our organization.

1. All Academics Certificates from SSC / equivalent onwards.
2. School leaving certificate / any proof of Date of birth.
3. PAN Card.
4. Aadhar Card.
5. Copy of Resignation Certificate duly acknowledged.
6. Relieving Letter from last employment.
7. Passport size photographs -6 nos.
8. Proof of two past employments.
9. Proof of last drawn salary - salary slip /bank transfer advice/ appointment/Increment letter.
10. Passport, if available.
11. Covid Vaccine Certificate.
12. Address proof (Voter's ID/ Ration card / E-Bill/ DL/ Adhar card).
13. One Cancelled Bank Cheque.
14. Any other document like Appreciation Letter, Award Certificate obtained during job.

Your appointment is subjected to verification of all the documents, medical check-up report and reference check. Your appointment is contractual in nature. Please note that delay in joining beyond the specified date mat result in cancellation of this offer.

Please sign & return a copy of this letter as acceptance of the offer within 48 hours. This is a confidential document and cannot be shared by you with any third party.

For SKMH, Jaipur,
(A unit of Krishiv Health care)

Authorized signatory

Ashok Sharma

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Sardarmal Khandaka Memorial Hospital
Hathoj, Kalwar Road, Jaipur - 302012
Phone : +91 141 2860259
Mobile : +91 9251005842
Email : info@krishivhealthcare.com
www.krishivhealthcare.com

Anita Thapa

From: *Vinod Tejwani*
Sent: *20 May 2025 17:17*
To: *Anita Thapa*
Subject: *FW: REGARDING RECRUITMENTS*

Follow Up Flag: *Follow up*
Flag Status: *Flagged*

With Regards,

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

Go Green: - Please do not print this email unless it is necessary. Every unprinted email helps the environment

From: KRISHAN GOPAL KUMAWAT <kg_kumawat@yahoo.com>
Sent: 29 May 2024 03:55 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Kirti Agarwal <kirti@iihmr.edu.in>; kirtika.singh18@gmail.com
Subject: REGARDING RECRUITMENTS

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Vinod Tejwani

Thank you so much for your coordination and support for hiring freshers. Based on the interaction and interview process done on 27th May 2024 at IIHMR University Jaipur , we have selected below candidates for positions at Krishiv Healthcare. All of them will be kept on 6 months' probation period and during probation period we will pay Rs. 25000/- per month for each student as a stipend. After completion of 6 months' probation period we will finally appoint them on our permanent roll with a salary between 6 LPA- 7.2 LPA based on performance with extra perks if any.

		During Training		Post Submission of Degr	
Candidate Name	**Unit Name**	**Designation**	**Stipend P.M.**	**Designation**	**C**
Dr. Manya Saraswat	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager- Operations/ Quality/ Supply Chain/ any other	6
Dr. Akshat Tomar	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager- Operations/ Quality/ Supply Chain/ any other	6
Mr. Ashok Sharma	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager Operations/ Quality/ Supply Chain/ any other	6
Ms. Himani Sharma	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager- Operations/ Quality/ Supply Chain/ any other	6

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Ms. Swati Saha	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager- Operation/Quality/ Supply Chain/ any other	
Mr. Suneet Mukherjee	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager- Operations/ Quality/ Supply Chain/ any other	

We request your support in sharing these letters with the respective students and we would appreciate it if you could share the signed copies of these letters with us.

With Regards,

Human Resource

Krishiv Healthcare

Contact us -0141-2860259

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Ernst & Young LLP
3rd & 6th Floor
Worldmark-1
IGI Airport Hospitality District Aerocity
New Delhi - 110 037, India
Phone: +91 11 6671 8000
Fax: +91 11 6671 9999

05 June 2024

Ms. Ashna Chalana
Flat No. 902, Tower B5, Purab Premium
Appartments,Sector 88, Mohali, 160055

Your appointment as Associate Consultant in Business Consulting PI.

Dear Ashna,

With reference to your application and the subsequent interview(s) you have had with us, we are pleased to confirm your appointment for the above position in **Ernst & Young LLP** subject to the following terms and conditions. Further, we understand that you have appeared / will be appearing for Final exams. This appointment is subject to you clearing said exams. In case you are unsuccessful this appointment will automatically be void.

1. Job Title

You shall be designated as **Associate Consultant** in Band **5.**

The designation and band are for reference only and do not entitle you to any benefit other than as has been specified in this letter, or intimated to you in writing in respect, thereof. The Management retains the right at all times to change / modify / amend the titles/ designations or to rearrange the band structure, which may impact the above fact.

2. Annual compensation

a. Your annual compensation including benefits, allowances, and perquisites, if any, payable by the Firm is **INR 7,50,000 per annum (Rupees Seven Lakh Fifty Thousand Only)**. A typical break up is provided as an Illustration in Annexure A to this Agreement.

b. Your eligibility to performance linked bonus is driven by firm's performance bonus policy. This component, if eligible, is in addition to your annual compensation.

c. The performance bonus scheme is subject to revision at the discretion of the Firm's Management.

d. Besides this you will be eligible for Gratuity as per Payment of Gratuity Act, 1972. You may note that as per the Act provisions there is an upper limit of 20 Lakh.

e. Your compensation will be subject to income tax as per the provisions of the Income Tax Act, 1961.

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f. It is further clarified that post your appointment with the firm you will not be covered under the current year's PMDP cycle (Performance Management & Development Process) and will be covered only from the next year cycle.

3. Date of joining

As agreed, you shall join the services of the Firm on **08 July 2024.**

4. Probation

You shall be on probation for a period of (6) months from your date of joining, the period of which may be further extended at the discretion of the Management. After completion of the probation period and subject to your performance your appointment shall be confirmed in writing.

5. Retirement

Your retirement age shall be 60 years.

6. Transferability

Your initial place of posting will be **NCR-New Delhi (Aerocity).** However, your services are liable to be transferred from one location to another, anywhere in India.

7. Notice period and termination

a. Either party may terminate the employment by giving a mandatory minimum of 3 months' notice to the other party, (also applicable during probation period) The Firm may, at its discretion, with or without conditions, agree to waive off the 3 months' notice period requirement, either wholly or partly.

b. The Firm may terminate / suspend your services, at its discretion, at any time immediately upon written notice to you, if it has been alleged and prima facie established, through preliminary internal enquiry that you have committed (i) any heinous criminal act or any offence involving moral turpitude (the term "Moral Turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general.), (ii) sexual harassment (adjudicated guilty as per the Firm's policy and local laws) or (iii) other act that threatens or is likely to damage Firm's reputation.

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8. Code of Conduct and Policies

a. You shall at all times carry out such duties and responsibilities as may be assigned to you by the Firm and shall faithfully and diligently perform these in compliance with established policies and procedures, endeavouring to the best of your ability to protect and promote the interests of the Firm.

b. You will be bound by the Firm's Code of Conduct and all other rules, regulations, policies and orders issued by the Firm from time to time in relation to your conduct, discipline and service conditions such as leave, work hours, dress policy, etc., as if these rules, regulations, policies et al, were part of this contract of appointment.

c. Without prejudice to the generality of the foregoing, you shall at all times comply with the Firm's policies and procedures (as may be intimated from time to time on the Firm's intranet or through the Firm's newsletters and webcasts or other written means), including but not limited to matters relating to independence, anti-bribery, prevention of insider trading.

9. Confidentiality

a. **Remuneration:** You shall at all times keep the details of your salary and employment benefits at the Firm strictly confidential, and shall not disclose such details to any other person within the Firm.

b. **Use of Firm's name:** You shall use the Firm's name, logo, trademark or other identifiers strictly in the manner permitted by the Firm's policies, or for the purposes of provision of services delegated to you to the extent required. Upon termination of your employment with the Firm, you shall not use the Firm's name, logo, trademark or other identifiers in any manner other than what is already a matter of public knowledge, provided however, you will not be in breach of this clause if you make reference to the Firm's name solely to describe your former association with the Firm subject to the confidentiality obligations which the Firm might have undertaken in relation to any of its clients, vendors or other Firm's personnel.

c. **Information:** You shall always maintain the highest degree of confidentiality with respect to the records, documents and other Confidential Information relating to the business of the Firm which may be known to you or confided in you by the Firm, its representatives, authorised personnel, vendors, sub-contractors, clients, etc., by any means and you will use such records, documents and information only in a duly authorised manner in the interest of the Firm. For the purposes of this clause, 'Confidential Information' means information about the Firm's business and that of its customers, sub-contractors, business partners or agents which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the Firm, its customer lists, employment policies, personnel, and information about the Firm's products, processes including ideas, concepts, projections, technology, manuals, drawings, designs, specifications, sales pitches, fees quotes, tender information, key personnel, customer contacts, thought leadership papers, resumes, records and other documents containing such Confidential Information, whether such information was disclosed to or accessed by you prior to or after the date hereof. You shall at all times, whether during or after the termination of your employment, act with utmost fidelity and not disclose or divulge Confidential Information to any third party or make use of any such information for your own benefit.

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d. At no time will you remove any Confidential Information from the Firm's offices without the permission of your reporting manager save and except for the purposes of performing the duties assigned to you in your capacity as an employee of the Firm. Upon termination of your employment with the Firm, or otherwise upon the Firm's request, you will immediately surrender to the Firm all files, books, magazines, reports, documents, manuals, audio and video tapes, discs, any knowledge databases entrusted to you, and any other data, information or material containing or reflecting Confidential Information. If the Firm requests, you shall also confirm in writing to the Firm that you have complied with this clause.

e. You acknowledge and agree that disclosure of any portion of the Confidential Information or any breach of the provisions herein may result in irreparable injury and damage to the Firm which will not be adequately compensable in monetary terms , that the Firm will have no adequate remedy at law therefor, and that the Firm may, in addition to all other remedies available to it at law or in equity, obtain such preliminary, temporary or permanent mandatory or restraining injunctions, orders or decrees as may be necessary to protect the Firm against, or on account of, any breach by you of the provisions contained herein, and you agree to reimburse the reasonable legal fees and other costs incurred by the Firm in enforcing the provisions of this Agreement. In addition, the Firm will be within its rights to (i) advertise for public knowledge / notice (ii) notify to your prospective employer or regulatory body, any impropriety or breach of confidentiality obligations hereunder, at its absolute discretion.

f. Your duty to safeguard and not disclose, share or publish Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Firm.

10. Non- Compete

a. You represent and warrant to the Firm that you are under no contractual, fiduciary, professional or other obligation or commitment that prevents you from entering into this Agreement, or is otherwise inconsistent with your obligations under this Agreement. If you were previously employed with another organisation, you represent and warrant to us that you have returned all property and confidential information belonging to any prior employer and do not have any outstanding issues/ unfulfilled employment obligation pending with your previous employer having legal ramifications / consequences for you or for us.

b. During your employment with the Firm, you will devote your whole time, attention and skill for its business and you shall not, except with the written permission of the Firm, engage directly or indirectly in any other business, profession, occupation or other commercial activity, whether as a principal, agent, contractor, consultant or otherwise, whether full-time or part-time.

c. You hereby agree not to directly or indirectly compete with the business of the Firm and its successors and assigns during the term of the Agreement and for a period of two years following the expiration or termination of this Agreement and notwithstanding the cause or reason for termination.

d. You will have to seek prior permission from the Firm for any employment with a client of the Firm or any other organization working with a client of the Firm, whose assignment you have worked on directly.

e. Subsequent to your separation from the Firm, for a period of twelve months, you will not without the consent of the Firm take up any job or assignment, either full time or otherwise,

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directly or indirectly for or on behalf of any other organization working with a client of the Firm, whose assignment you have worked on in the twelve months immediately preceding your separation from the Firm,.

11. Intellectual Property

In consideration of this Agreement and of the salary agreed to be paid in consideration hereof, you agree as follows:

a. The Firm shall own (as its exclusive property, free from any obligations towards you) all Intellectual Property developed or conceived by you solely or jointly with others during the period of your employment; This includes but is not limited to Intellectual Property that:

- is along the lines of the businesses, work or investigations of the Firm to which your employment relates or as to which you may receive information due to your employment
- result from or is suggested by any work which you may do for the Firm
- are otherwise made through the use of Firm's time, facilities or materials.

b. Not to disclose or utilize in your work with the Firm, any Confidential Information of others (including any prior employers) or any inventions or innovations of others without express permission.

c. To execute all necessary papers and otherwise provide proper assistance (at the Firm's expense), during and subsequent to your employment, to enable the Firm to obtain for itself or its nominees all patents, copyrights, or other legal protection for such Intellectual Property in any and all countries.

12. Personal Data

During the course of your employment with the Firm, you may provide the Firm with confidential data or information that can be linked to you personally, or otherwise personally identifies you, including but not limited to your financial information, email address, addresses, telephone numbers, shareholdings, physiological and/or mental health information, and medical records and history (your Personal Data). You acknowledge that the Firm may collect, use, transfer, store or otherwise process (Process) such Personal Data as required per the Firm's policies, to facilitate the conduct of the Firm's business, to conduct background checks, check conflicts or maintain independence, finance and accounting purposes or for quality and risk management purposes The Firm will Process your Personal Data in accordance with applicable law and professional obligations and shall ensure that any service provider who Processes Personal Data on our behalf adheres to such requirements.

You hereby consent to the Processing of your Personal Data in the manner described above, whether by the Firm or any service provider on the Firm's behalf.

13. Miscellaneous

a. The following annexures form an integral part of this Agreement:

Annexure A - Illustrative compensation break-up
Annexure B - Relocation letter

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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b. **Additional Documents**: You may also be required to execute additional documents, declarations and/or deeds as (i) per the Firm's policy as may apply to you / your nature of services as well as (ii) per any requirement of law of the jurisdiction where you might be required to work as a part of your employment with us, depending upon your job requirements and/or (iii) per the requirement of any professional, industry or other regulatory body and/or (iv) to meet any specific client request and/or (v) per the Firm's exclusive discretion.

c. **Supersedes previous agreement**: This Agreement supersedes and replaces any existing Agreement between the Firm and you, relating generally to the same subject matter. It may not be modified or terminated, in whole or part, except in writing signed by an authorized representative of the Firm. This Agreement shall include all written deeds, documents, declarations, bonds and undertakings signed by you pursuant to and arising out of this document. Discharge of your financial undertakings (if any), in this Agreement shall be an obligation of your executors, administrators, or other legal representatives or assigns.

d. **Severability**: If any provision contained in this Agreement is held to be invalid or unenforceable, the remaining provisions of this Agreement shall be construed as if such provision did not exist, and the unenforceability or invalidity of such provision shall not be held to render any other provision of this Agreement unenforceable or invalid.

e. **Conditions precedent**: This appointment is valid subject to (a) your being medically fit, (b) your furnishing at the time of joining, documents in proof of your having been relieved by your present employer, and (c) our receiving satisfactory references on your background(In case the background verification is not satisfactory the firm will be at the liberty to terminate the appointment effective immediately).

f. **Privity of contract**: The terms of this Agreement may only be enforced by a party to this Agreement.

g. **Governing law and dispute resolution**: This Agreement, including all matters relating to its validity, construction, performance and enforcement, shall be governed by and construed in accordance with Indian law. In case of any dispute in relation to this Agreement the decision of the Management of the Firm shall be final and binding.

h. **Certificate of Practice**: If you currently hold a Certificate of Practice (CoP) issued by the Institute of Chartered Accountants of India, you hereby undertake to surrender the CoP with immediate effect, and provide us with evidence thereof. If you are a Chartered Accountant and do not currently hold a CoP issued by the Institute of Chartered Accountants of India, you hereby undertake not to apply for such CoP unless instructed or required by the Firm to do so.

i. You will disclose any directorships, trusteeships or other personal appointments held by you. You will consult and inform the Firm's Risk Management team of appointments and will immediately surrender any prohibited position as advised by them and disclose the positions permitted per the Firm's policies on the Directorship Evaluation Tool (DET) within 15 days of your date of joining. You will further notify or obtain prior approval, as applicable, from the Risk Management team, for any changes in the appointments that you may hold in the future.

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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Please signify your acceptance of these terms and conditions of employment by signing the duplicate copy of this Agreement and return the same to us for the Firm's records.

Yours sincerely,

For Ernst & Young LLP

Anshula Verma

Authorised Signatory

I hereby accept the position and terms and conditions of employment offered and also provide my acceptance to all the annexures (if any) with the offer letter.

Signature Ashna Chalana Digitally signed by Ashna Chalana Date: 2024-06-08 10:02:31+05:30 Date Jun 8, 2024

Ashna Chalana

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Annexure A

Illustrative compensation break-up

Particulars	Annual Values (INR)	
(A) Salary Components		**7,13,400**
Basic Salary:		3,00,000
House Rent Allowance:		1,50,000
Special Allowance:		75,000
Conveyance Allowance:		1,88,400
(B) Other Perquisites		**36,600**
Firm's Contribution to Provident Fund:		36,000
Year End Ex-Gratia		600
(C) Annual Fixed Compensation *(A+B)*		**7,50,000**
(D) Other Benefits		**34,423**
Gratuity (accrual)		14,423
Firm's contribution towards Medical insurance		20,000
(E) Total Compensation *(C+D)*		**7,84,423**
(F) Annual performance bonus (earning potential)	**Min. 0%**	**Max. 18%**
	0	1,35,000
Annual total earning potential (E+F)	**7,84,423**	**9,19,423**

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EY
Building a better working world

Please note that Permanent Account Number (PAN) is mandatory for salary processing. If you do not have a PAN already, then please apply for the same at the earliest.

1. House Rent Allowance (HRA): This will be 50% of your basic salary.
2. Special Allowance: Special Allowance will be in the range of 0% to 10% of the annual fixed compensation.
3. Conveyance Allowance: Conveyance allowance will be the balancing figure in your compensation structure.
4. Telephone Reimbursement: If opted for, you will be eligible for a reimbursement of INR 12000/- per annum. You may choose to claim up to a maximum of three bills namely, mobile, landline and broadband. Upon selection, it will get adjusted from conveyance allowance.
5. Leave Travel Allowance (LTA): If opted for, it will be equivalent to 12.50% of your basic salary, subject to maximum of INR 50,000/- per annum. Upon selection, it will get adjusted from conveyance allowance.
6. Provident Fund (PF): This will be as per the Employee's Provident Funds and Miscellaneous Provisions Act 1952. If you are an active member of PF, it will be mandatory for you to opt for the same. If not opted for, conveyance allowance will be adjusted accordingly.
7. Gratuity: You will be eligible for Gratuity as per the Payment of Gratuity Act 1972.
8. You will be eligible for medical insurance coverage for self, spouse, two children and parents/parents in-law up to INR 5 lac per annum, subject to your declaration as per the policy. Additionally, you, spouse and two children will be covered for critical illness cover of INR 10 lacs.
9. In the unfortunate case of death of an employee, the Firm extends financial support to the family up to three times of the last drawn annual CTC of the deceased employee. The minimum amount for this financial support will be INR 25,00,000.

Please note that all the benefits/coverage mentioned above are governed by the Firm's policies and/or statutory law, as applicable.

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3rd & 6th Floor
Worldmark-1
IGI Airport Hospitality District Aerocity
New Delhi - 110 037, India
Phone: +91 11 6671 8000
Fax: +91 11 6671 9999

Annexure B
Relocation Letter

05 June 2024

Ashna Chalana
Flat No. 902, Tower B5, Purab Premium Appartments,Sector 88, Mohali, 160055

Dear Ashna,

Sub: Relocation benefits

In addition to the terms and conditions mentioned in the appointment letter, you are also eligible for reimbursement of relocation expenses per below mentioned details.

Your relocation expense entitlement is **INR 62,500/- (Rupees Sixty Two Thousand Five Hundred Only).** If any relocation expense paid/ incurred, exceeds the relocation eligibility limit, the same shall be recoverable from the employee.

Employee Self-Travel	• One-way trip (Air Travel/ Train Travel) between current location and new location for self. • A maximum of two one-way cab fare for airport transfers. For the purpose of reimbursement, GST registered metered/ App based cabs only will be considered. • In case the employee chooses to undertake a road trip via own car, mileage rates applicable (only one car permitted) will be INR 14 per km. The cost per km is inclusive of any other cost such as toll/fuel etc. Shortest route shall be taken as per google map for considering the KM distance. • In case of Rail travel you will get the reimbursement of your rail ticket.
Employee Self-Accommodation	• Accommodation should be booked by respective individual for maximum of 10 room nights' stay at guest house or hotel based on eligibility as per the firm's Travel policy. • Expenses incurred on food, laundry, newspaper etc. during the stay at guest house or hotel will not be reimbursable. • Payment should be made only via credit card, online banking, wallet etc.

Air bookings must be done only through the firm's Travel Desk. Please connect with your relocation spoc two weeks prior to your date of joining to facilitate transition.

In the event of you deciding to leave before completion of 1 year with the firm, the amount reimbursed hereunder will be recovered in full. For the purposes of this clause, the duration will

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Ernst & Young LLP
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Worldmark-1
IGI Airport Hospitality District Aerocity
New Delhi - 110 037, India
Phone: +91 11 6671 8000
Fax: +91 11 6671 9999

be calculated from your date of joining to date of you 'deciding to leave' (which shall mean the date of your resignation letter).

Yours sincerely,
For Ernst & Young LLP

Anshula Verma

Authorized Signatory

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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National Health Systems Resource Centre

Technical Support Institution with National Health Mission
Ministry of Health & Family Welfare, Government of India

File: Ref- NHSRC/ADMIN-HR/0202(Volume-1) /627
Date: 15th January 2024

To,

Dr. Prahalad Rai Sudani
President (Officiating Dean IIHMR)
The IIHMR University, 1st Prabhu Dayal Marg
Sanganer Airport, Jaipur
302029

Sub: Result of Campus Recruitment Conducted by NHSRC at IIHMR, Jaipur on 8th January 2024.

Dear Sir,

Reference is made to the offline campus interviews conducted by NHSRC on 8th January 2024 at IIHMR, Jaipur.

We are pleased to inform you that we have selected 4 candidates from your esteemed institute for the position of Intern/Fellow at NHSRC and have also identified 2 candidates on the waitlist.

It is requested that NHSRC may please be informed about the willingness of the selected students to join NHSRC.

We are thankful to the officials of IIHMR, Jaipur for their complete support in the campus recruitment process.

Brig. Sanjay Baweja
Principal Administrative Officer

Enclosure:
List of Selected Candidates

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List of Selected/ Waitlist Candidates

Selected for ED Secretariat Division, NHSRC
1. Dr. Pragya Verma (Select)
2. Dr. Nameesha Singla (Waitlist)
Selected for Knowledge Management Division, NHSRC
1. Mr. Avik Ghosh (Select)
2. Dr. Surbhi Jain (Waitlist)
Selected for Quality and Patient Safety Division, NHSRC
1. Dr. Aditi Sharma (Select)
2. Dr. Surbhi Jain (Select)
3. Ms. Janhavi Singh (Waitlist)

15/07/24

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ANNEXURE A

High Level Employment Terms and Conditions

- This Offer is valid only if accepted within 24 hours; else offer is deemed to have been cancelled
- You will be on full time employment with PrimeEra and during the tenure of employment, you should not undertake any direct/indirect business/work/assignment, whether honorary or for payment
- You will retire from the PrimEra Services on reaching the age of 60 years or earlier if found medically unfit. Your date of birth already given by you in your application form would be treated as binding and final.
- Your job is transferable and the Company reserves its right to require you to work in any shifts from any of its offices or client location, whether in India or Abroad.
- Your employment is subject to the Company receiving satisfactory references from the references provided by you and (OPTIONAL) your successful pre-employment medical check-up.
- Your salary/compensation details are strictly confidential between you and the Company. It should not be disclosed or discussed with any other person or official in the company or outside unless required for disclosure as per statutes.

Documents Required

Educational Certificates:

A) SSC (Board of secondary education)

B) 10+2 (Board of higher secondary)

C) Graduation (Provisional Certificate, Consolidated Memo, University Certificate)

D) Other Highest Qualification (Provisional Certificate, Consolidated Memo, University Certificate)

Employment Certificates

A) Relieving Letter of all the previous employments

B) Latest 3 months Pay Slips from last employer

C)From 16 of Previous Financial Year from previous employer

Other Documents

- Passport / ID Proof / Aadhar Card
- Aadhar & Pan Card Copy is Mandatory for salary processing
- 4 Copies of passport size photographs
- PF and UAN Details – Previous Employer
- KYC details (Any 4 of the following 8 documents details required)
- Bank Account (Any savings account)/ NPR / Passport / Driving License/ Voter ID Card/Ration Card / ESIC Card
- Current Address proof.

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Contact details

- Mobile Number linked with Aadhaar
- Person name and contact number for Emergency contact
- At the time of joining employment, you shall sign and accept o Terms and conditions of employment

PrimEra

SALARY ANNEXURE

Name: AYUSH KUMAR

Designation: Associate Analyst

COMPENSATION DETAILS

Salary Components	INR - Monthly	INR - Annualized
Salary Components		
Basic	25000	300000
HRA	10000	120000
Special Pay	11200	134400
Statutory Bonus.	2000	24000
Sub Total	**48200**	**578400**
Employer Contribution		
PF & EPS - Employer Cont.	1800	21600
Sub Total	**1800**	**21600**
Cost to the Company	**50000**	**600000**
Deduction		
PF (Employee Contribution)	1800	21600
Professional Tax	200	2400
Sub Total	**2000**	**24000**
Net Take Home (Excluding Applicable Taxes)	**46200**	**554400**

Notes: Details of Benefits offering by the company

1. Bonus/Statutory Bonus, if applicable as The Payment of Bonus Act, 1965, shall be paid in 12 equal monthly installments in advance
2. Gratuity is applicable as per Payment of Gratuity Act 1972
3. Benefits – PrimEra Medical Technologies Pvt Ltd., will provide Medical Insurance for self, spouse and up to 2 kids. Also provide Accidental insurance for employee only
4. Reimbursements - Travel, Relocation, Certifications, Trainings/ Cab Facility/ Meal Card/ Insurance/Allowances/Bonus are as part of the Company Policy in force from time to time and may be altered/modified at any time without any prior notice
5. Company is providing the Meal card as per the policy which is not salary component.
6. Salary Structure of The Company may be altered/modified at any time without any prior notice and your remuneration and other terms may accordingly be altered/modified from time to time.

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This letter of offer is based on the information furnished in your application and during the interviews you had with us. If, at any time in future, it comes to light that any of this information is incorrect or any relevant information has been withheld, then your employment is liable to be terminated without notice.

5. **Authorized Representative:**

The authorized representative on behalf of the company to issue the letter of employment offer to be signed and stamp by the designated persons

5.1 Human Resource Department

Kindly, refer to enclosed **Annexure A** for the terms and conditions of the offer.

We wish you a long and successful career at PrimEra.

Authorized Signatory
Sridevi Menon
Associate Director - HR
Date: 09/05/2024

I declare and acknowledge that have read the letter of employment offer and understood the content and obligation. I have signed this offer without any coercion and free of mind to accept the same.

Signature of Candidate:
Date:
Place:
Note: (Attach a valid document to verify the signature)

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PrimEra

EMPLOYMENT OFFER

09/05/2024

AYUSH KUMAR
C-13, Block 4,VTC Bharathpur, PO; Nehru Satabdi Nagar,colliery,Angul Odisha 759148
C-13, Block 4,VTC Bharathpur, PO; Nehru Satabdi Nagar,colliery,Angul Odisha 759148
Odisha
India
759148

Dear AYUSH KUMAR,

With reference to your application for employment and interview and further discussions, we are pleased to offer you employment as **Associate Analyst** in **PrimEra Medical Technologies Private Limited**.

1. **Date and place of Joining:**
You are expected to join on **15/05/2024** You are required to complete the Joining Formalities and the documents required are mentioned in Annexure – A along with other Terms.
Your place of posting will be at Hyderabad - CV Heights.

2. **Salary:**
Your CTC will be INR **600000/- (Rupees Six Lakh Only**) Which includes Gross Salary of INR **578400/- per annum**. Statutory deductions will be applicable as per prevailing laws viz., Income tax, PT, PF, ESI etc. All perquisites and benefits including reimbursements are subject to Income Tax provisions, which may be applicable, including taxation on perquisite value. Detailed Salary Breakup available in Salary Annexure.

3.**Conditions for the Employment offer:**
Further to inform that, The company will conduct Back ground verification including but not limited to Education, previous employment and criminal records etc.,. In the event of statements and documents furnished at any stage of the recruitment or during employment founds false, misleads, omission or suppression of facts or if the company receive or notice adverse report against you that may detrimental to interest of the company, then the company shall have a right to terminate your employment at any point of time without giving a notice, nor any payment for any work done or in lieu of as stipulated any document, notwithstanding any other terms and conditions envisaged in any document. The company reserve the rights to initiate the action against you in the court of law as they deem fit for criminal breach of trust.

4.**Offer Validity:**
This offer of employment is valid for 24 working hours from the date of intimation to the candidate by any digitalized communication.

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Knowledge Management and other divisions. Keep divisions abreast of latest findings on key health systems data and studies including SDG and UHC indicators

- Support in activities pertaining to data collection, collation, analysis, and report writing in coordination with Implementation Research for Health Systems Strengthening (IR-HSS), KMD
- Support in identifying best practices and innovations within states and districts and support in documentation. Undertake review of literature and stay up-to-date on current trends in health systems strengthening
- Support team in ensuring timely and high-quality responses to MoHFW and Parliament Questions pertaining to the division
- Support Knowledge Management Division on all administrative and technical matters

- **Tenure:** One Year (Fixed-Term contract)
- **Location:** New Delhi with willingness to travel to states and districts
- **Remuneration Range:** For Interns Rs. 45,000/- per month & Fellows Rs.50,000/- per month.

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Terms of Reference (TOR) for Fellow, Knowledge Management Division (KMD)

National Health Systems Resource Centre (NHSRC) has been set up under the National Health Mission (NHM) as an autonomous registered society, to channelize technical assistance and capacity building support to the states for strengthening the public health system. The NHSRC is also mandated to contribute to health policy / programme design and evaluation. NHSRC intends recruiting fellow for its Human Resources for Health/ Health Policy and Integrated Planning Division.

Since its inception in 2006, NHSRC has been a repository of knowledge and a center of excellence for its agenda. This organization has professional linkages with a plethora of domestic and international bodies involved in the field of Public Health. There have been a number of personnel who have served with NHSRC and gained invaluable experience enabling them to graduate to next rung of professional ladder. Vast exposure to Ministry of Health and Family Welfare, and its processes is a unique feature of NHSRC.

If you have a commitment to health equity and excellence, here is a unique chance to work with a team committed to shaping the public health landscape in India. The position offers you an opportunity to participate in the process of strengthening health systems, improving health service delivery and enabling positive health outcomes, through hands on implementation assistance at National, State and District levels. Working with a transdisciplinary team, you can discover, adapt, co-create and disseminate solutions to multiple challenges related to service delivery systems, universal primary health care, human resources for health, community processes, health financing, quality of care, public health planning and health promotion. This is an opportunity to support health systems strengthening at scale, learn from district and sub district implementation, undertake knowledge translation, and enable realization of the vision of universal health coverage.

Roles & responsibilities:

- Support the activities as part of Research including Implementation Research for Health Systems Strengthening (IR HSS) and coordinate activities viz. research priority setting workshops, setting annual research agenda, etc.
- Support the rapid reviews of the projects under KMD to provide an update on a periodic basis.
- Provide technical inputs to research studies/protocols as and when required.
- Support review and analysis of published and grey literature and data available through various sources on a periodic basis, including National / State / District level survey, HMIS, Sustainable Development Goal indicators and Universal Health Coverage indicators
- Support in creating platform for partners/stakeholders to share and create evidence-based knowledge, enabling the uptake of information to strengthen the health systems interventions
- Support team in ensuring availability of information from available data sources in an easily transferrable and usable form, based on the requirement of the

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- Employment, Invention and Confidential Information Agreement
- The detailed list of job related accountabilities and work-related terms and conditions including the code of Ethics and detailed break of CTC would be provided along with the Appointment letter

PrimEra Medical Technologies Private Limited

Sridevi Menon
Associate Director - HR

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Placements

From: *Monika Priyadarshini /CORP PPD <monikap@cloudninecare.com>*
Sent: *29 January 2024 16:03*
To: *Vinod Tejwani; N Satheeshkanna*
Cc: *Sofia Joseph /CORP*
Subject: *RE: Selection List - Cloudnine Group of Hospitals*

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Mr Vinod,

As discussed, Internship letters are shared with Janhavi, Ayushi & Sherya to join us from 05-Feb-24.

HR Internship stipend – 23500/-pm
Upon completion of MBA for HR selects – 6LPA CTC

8 Operations selects – 7LPA CTC
Please confirm the DOJ to mention in their offer letters.

Regards,

Monika on Cloudnine

People Department

+91 7338699984
www.cloudninecare.com

Bengaluru • Chennai • Pune • Mumbai • Navi Mumbai • Chandigarh • Gurugram • Noida

INDIA'S LEADING CHAIN OF MOTHER & CHILD CARE HOSPITALS

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

From: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Sent: 08 January 2024 3:22 PM
To: Monika Priyadarshini /CORP PPD <monikap@cloudninecare.com>; N Satheeshkanna <satheeshkanna@iihmr.edu.in>

Cc: Sofia Joseph /CORP <sofia@cloudninecare.com>; Arushi Joshi /OAR OPS <arushij@cloudninecare.com>; Tridip Chatterjee /CORP PHM <tridipc@cloudninecare.com>; Sneha Kuruvilla /SKR OPS <drsnehaa@cloudninecare.com>; Niyati Talwar /EDH PHM <niyatit@cloudninecare.com>; Ekta Agarwal <ektaa@cloudninecare.com>
Subject: RE: Selection List - Cloudnine Group of Hospitals

Caution!! This email originated from outside of Cloudnine.
Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Ms. Monika,

At the outset let me thank you and team Cloudnine care for recruiting talent from IIHMR University Jaipur.

I am sure that the selected students will be at par with their performance and will add on to the growth of Cloudnine.

Cloudnine Hospital- Students' Documents

Cloudnine Hospital Document Submission

Please also do let us know the Interview schedule for Mr. Anunay Maithani.

- Mr Anunay Maithani – Mktg & Ops – Final Interview on Monday (link & time will be confirmed shortly)
- Ms Ayushi Agarwal – HR - Final Interview on Tuesday (calendar blocked)
- Ms Janhavi Pisat – HR- Final Interview on Tuesday (calendar blocked)
- Ms Shreya Dey – HR- Final Interview on Tuesday (calendar blocked)

With Regards,

IIHMR UNIVERSITY

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

Go Green: - Please do not print this email unless it is necessary. Every unprinted email helps the environment

---

From: Monika Priyadarshini /CORP PPD <monikap@cloudninecare.com>
Sent: Saturday, January 6, 2024 2:31 PM
To: N Satheeshkanna <satheeshkanna@iihmr.edu.in>; Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Sofia Joseph /CORP <sofia@cloudninecare.com>; Arushi Joshi /OAR OPS <arushij@cloudninecare.com>; Tridip Chatterjee /CORP PHM <tridipc@cloudninecare.com>; Sneha Kuruvilla /SKR OPS <drsnehaa@cloudninecare.com>; Niyati Talwar /EDH PHM <niyatit@cloudninecare.com>; Ekta Agarwal <ektaa@cloudninecare.com>
Subject: Selection List - Cloudnine Group of Hospitals
Importance: High

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr Vinod/Mr Satheesh,

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

As per our Interviews on 05-Jan-24 & 06-Jan-24, following are the selected list of students. Please help us with the documents as mentioned below to close the offer –

Sl No	Name	Department
1	Dr Swarandeep Kaur	Operations
2	Mr Siddharth Sharma	Operations
3	Dr Trisha Sharma	Operations
4	Dr Akankhya Jena	Operations
5	Dr Richa Gupta	Operations
6	Ms Rincy Reji	Operations
7	Dr Ingle Rachana Raju	Operations
8	Dr Rohan	Operations

Sl No	Name	Department
1	Sounak Ghosh	Pharma
2	Jeminee Jaiswal	Pharma

Please Note - Following are first level shortlists & will have final interviews on –

- Mr Anunay Maithani – Mktg & Ops – Final Interview on Monday (link & time will be confirmed shortly)
- Ms Ayushi Agarwal – HR - Final Interview on Tuesday (calendar blocked)
- Ms Janhavi Pisat – HR- Final Interview on Tuesday (calendar blocked)
- Ms Shreya Dey – HR- Final Interview on Tuesday (calendar blocked)

List of Documents Required for further process (only selects) –

- All education mark sheets starting from 10th to MBA
- Aadhar copy
- PAN copy
- Blood Group

Regards,

Monika on Cloudnine

People Department

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www.cloudninecare.com

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KPMG

Annexure 2

Understanding and Structuring your Compensation

In addition to your Basic Salary* and Provident Fund** (PF), the below mentioned components are available for you to design a salary structure in a way best suited to you for availing tax benefits.

While the detailed information of the components will be available for your information in the People Handbook, below is a snippet for your perusal.

**50% of fixed compensation*

***The monthly PF contribution is a sum total of 12% of basic salary of employer and employee contribution. The Employee and Employers Contribution of PF are part of fixed CTC.*

Note: If you are not previously a member of PF and you meet the criterion of opting out of PF, please reach out to your recruitment point of contact for more details.

Components for Analyst		
1	House Rent Allowance (HRA)	• Minimum 10% of your basic salary will be allocated towards HRA. • Maximum HRA which can be allocated is 50% of your basic salary • The PAN of landlord needs to be submitted along with rent receipts. • TDS challan for the tax deducted needs to be produced on the rent to claim HRA (if rent is more than or equal to INR 50,000 per month) • The lease deed duly executed by the landlord and tenant, properly witnessed, stamped and notarized. • If the period of lease is for 12 months or more, it should be registered under the Registration Act.
2	Expenses in pursuit of Self-education	• Self-education claim covers any kind of course fee paid (does not include books/stationary expenses). • Maximum of INR 20,000 per annum • The course fee receipt, proof of payment (debit/credit card/NEFT/cheque) along with the approval.
3	Expenses in Pursuit of Children's Education	• INR 100 per month, per child for a maximum of two children. • No supporting documents required.

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KPMG

ANNEXURE 1
INDICATIVE COST-TO-COMPANY

Ayushi Uniyal

Cost-To-Company Category	Monthly (in INR)	Annual (in INR)
i) Basic Salary	22917	275000
ii) *Flexible Compensation	20167	242000
iii) Employer Contribution to Provident Fund	2750	33000
a) Fixed Compensation along with Employer's Contribution to Provident Fund (Annual) (i+ii+iii)	45833	550000
b) Gratuity	1102	13221
c) Insurance Premium#		22547
Potential Cost to Company (a+b+c)		585768

*Flexible Compensation will include minimum 10% of Basic Salary as House Rent Allowance

Employee Contribution to Provident Fund will be deducted as per the Employee's Provident Fund & Miscellaneous Provisions Act, 1952, subject to your entitlement and the policy of the Company in that regard. Gratuity will be paid as per applicable rules.

#Insurance premium is indicative, and the actual may vary

OTHER BENEFITS

Group Medical Insurance: Your family and you are covered to the extent of	INR 400000
Group Personal Accident Insurance: You are covered to the extent of	INR 6000000
Group Term Life Insurance: You are insured to the extent of	INR 1500000
Group Term Life in Lieu of EDLI Policy:	Covered

On your joining the Company you may refer to the People Handbook for further details on the benefits that are available to you.

Kindly refer to Annexure 2 for a breakup of Flexible components you can choose from.

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What Kinds of Loans Are Acceptable?

If you are a Covered Person, you and your immediate family members may not obtain loans from SEC financial institution audit clients for which you are a Covered Person. However, certain types of loans are permitted and other loans already in existence may be grandfathered. Personal loans from SEC audit clients of the Company are not permitted for all Covered Persons. These loans cannot be grandfathered.

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benefit plans may affect your independence.

* Dependents are persons and/or their spouses who received more than 50% of their financial support in the past 12 months from you.

In certain instances your ' **close family members** ' —immediate family members plus your non-dependent parents, non-dependent children and siblings—are also subject to the independence rules. A close family member's employment with an audit client in an accounting role or a financial reporting oversight role, a material and known investment in, or control of an audit client, may impair the Company's independence.

What Kinds of Investments Are Prohibited For a 'Member of the Company'?

As a Member of the Company, you (and your immediate family members) generally may not own (or be committed to acquire) any direct or material indirect financial interest in a restricted entity. Examples of financial interests include equity and preference shares, debentures, bonds and deposits, shares in a mutual fund, partnership units, stock rights, options or warrants to acquire an interest in an entity, or rights of participation such as puts, calls, or straddles.

In addition:

- If you own or your immediate family member owns shares in a mutual fund that is an audit client or in a non-client mutual fund that is advised, sponsored, or managed by an audit client or a subsidiary of an audit client for which you are a Covered Person, you have a direct financial interest in that client, and that is prohibited.

- You are not permitted to join an investment club, or participate in a Portfolio Management Scheme. Similarly, you may not invest in controlled joint ventures or partnerships unless those entities follow the Company's independence rules with respect to their investments.

- Beneficial interests in trusts and interests in retirement plans or stock option plans of former employers are subject to the restrictions applicable to financial interests.

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'**Member of the Company**' - You are a Member of the Company if you are a partner or a director or a client facing professional, including senior manager, manager or employee or any other professional who directly markets services, or who consults with an engagement team on a client-specific matter. This includes people who do not face clients directly but deal with client related data from afar. The only exception to these rules are staff who join Administration, Finance function etc. below the level of Director.

If you are a Member of the Company you will be restricted from investing in, and receiving loans from or making loans to, restricted entities. Members of the Company may invest in mutual funds if they are not Covered Persons.

Please note that the term '**Member of the Company**' also includes your immediate family members (spouse and dependents). Details are under - **When Is My Family Subject to the Rules**?

'**Covered Person**' - You are a Covered Person with respect to a specific client if you (1) participate in the audit engagement, (2) are in the Company's **Chain of Command** with respect to the audit engagement; (3) are a partner, director or professional employee having managerial responsibilities who (a) has provided 10 hours or more of non-audit professional services to the audit client for the period beginning on the date such services are first provided and ending on the date of the auditors' report on the financial statements for the fiscal year during which those services are provided, or (b) expects to provide any non-audit professional services to the audit client on a recurring basis; or (4) are a partner or client facing director in the same ' **office** ' in which the lead audit engagement partner primarily practices in connection with the audit engagement at an issuer level. The term 'Covered Person' also includes immediate family members, as explained in the section titled 'When Is My Family Subject to the Rules?' The Covered Person concept applies to bank accounts, brokerage accounts, insurance products, credit cards, housing and student loans, employment relationships of your family, investments of your spouse or dependents in their employee benefit plans of restricted entities, and investment in mutual funds.

When Is My Family Subject to the Rules?

If you are a Member of the Company or a Covered Person, your spouse, spousal equivalent and dependents * , whether or not related, are also considered Members of the Company or Covered Persons. These individuals are called ' **immediate family members** ' in the independence rules and they are subject to the same independence rules that apply to you. This means their investments, loans, all bank accounts, current and savings accounts, brokerage accounts, insurance policies, credit card balances, spouse or dependent employee

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INDEPENDENCE REQUIREMENTS FOR NEW JOINERS

What is independence and why is it so important?

Do the independence rules apply to me?

When is my family subject to the rules?

What kinds of investments are prohibited for a 'Member of the Company'?

What kinds of loans are acceptable?

What Is Independence and Why Is It so Important?

Auditor Independence avoids interests and relationships that might impair objectivity. The SEC, PCAOB, IESBA, AICPA, ICAI and other regulators/oversight bodies have developed basic standards for determining independence. These standards apply to our audit clients.

Do the Independence Rules Apply to Me?

Independence rules apply to all employees, directors and partners of the Company. However not all of the rules apply to everyone; so it is necessary to understand the independence rules that apply to you.

Please note that all client-facing personnel in the Company, their spouses and dependents are governed by the independence policies of the Company that include restrictions on investments in, and loans to or from, restricted entities. Investments include shares, debentures, bonds, mutual funds, portfolio management schemes, etc. In addition you may have restrictions on other financial interests with restricted entities on insurance policies, credit cards, loans, brokerage and bank accounts and spouse and dependent benefit plans. New Joiners should be in compliance with the Independence policies within 14 days of joining.

Two important technical terms identify those persons who need to maintain independence with respect to the Company's clients. They are ' **Member of the Company** ' and ' **Covered Person** ' . As you will see, all Covered Persons are also Members of the Company, but all Members of the Company may or may not be Covered Persons.

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No failure or delay on the part of any party in exercising any right or power under this Agreement shall take effect as a waiver of such right or power under this Agreement.

3. Survival:
Upon termination of this Agreement those sections that by their nature are intended to survive termination, rescission or expiration of this Agreement shall so survive, unless otherwise indicated in this Agreement.

Yours sincerely,
for KPMG Advisory Services Private Limited

Mohit Sharma
Human Resources - India Head-Talent Acquisition

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4.1 For the purposes of this Paragraph D.4, Property means keys, mobile phone, computer equipment, security access cards, all Confidential Information, lists of clients or customers, correspondence and all other documents, papers and records (including, without limitation, any records stored or maintained in any form including by electronic means, together with any codes or implements necessary to give full access to such records), system designs, software designs, software programs (in whatever media), presentations, proposals, specifications or Confidential Information which may have been prepared by you or have come into or passed from your possession, custody or control in the course of your employment.

4.2 You shall promptly, whenever requested by the Company and in any event upon receipt of notice of termination or termination of employment under this Paragraph D, deliver to the Company all Property and you shall not retain any copies thereof. All title and copyright in the Property shall vest with the Company.

5 Retirement

The retirement age for the employees in the Firm is 60 Years. Please refer to Company's policy for further details.

E. Governing Law

This Agreement shall be governed and construed in accordance with the laws of India. The invalidity or unenforceability of any part of this Agreement shall not affect the binding effect of the rest of the Agreement.

This Agreement shall be concluded and effective on your delivering a signed copy of this Agreement to us, provided that your Compensation and Other Entitlements shall not begin to accrue until you commence work for the Company.

If the terms and conditions of this offer letter are acceptable to you, please signify your acceptance by signing and returning a copy of this letter to the Company on or before 02-07-2024 failing which, this offer stands automatically withdrawn by the Company without any further notice to you.

F. Miscellaneous

1. Entire Agreement:
This Agreement constitutes the entire agreement between you and the Firm with respect to the subject matter hereof to the exclusion of all other prior agreements, arrangements or understandings and assurances between the parties to this Agreement, relating to such subject matter either written or oral. Should any terms of this Agreement conflict with any of the terms of the Firm's policy, the terms of the Firm's policy shall prevail.

2. Waiver:

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(7) days.

2.2 Indemnity

You acknowledge and agree that you shall indemnify and keep the Company indemnified at all times from all losses, costs, expenses and damages caused to or incurred by the Company directly or indirectly due to any breach of the terms of your employment including the People Handbook.
In addition to the above, in case of breach of any of the obligations relating to confidentiality intellectual property rights, the Company will be entitled to obtain appropriate injunctive relief or other equitable remedies against you.

The above rights of the Company are not the sole and exclusive remedy and are in addition to any other rights the Company may have either under law or in contract or by operation of any other policy/document.

2.3 Provisional Offer

In accordance with the policy, this offer is conditional on receiving and being satisfied, with the positive background checks on your academic and professional qualification and experience, any criminal records and any judgments relating to debts or insolvency thereof.

The present employment is offered to you on the basis of the information/ particulars provided by you with regards to your educational/professional qualifications, experience, criminal records any judgments relating to debts or insolvency and in the event it is discovered at any stage that any information/particulars and/or details provided by you are incorrect and/or any material information has been concealed/withheld/suppressed by you, it shall constitute a breach of the Firm's code of conduct and the Firm shall be entitled to terminate your employment with immediate effect without notice and with no liability on the Firm to make any further payments to you (other than in respect of amounts accrued due at the date of termination).

The offer is also subject to your eligibility to work in India. It will be your responsibility to ensure that you continue to be eligible to work in India during the course of your employment..

3. Leave beyond Entitlement

If upon termination you have taken more leaves than your entitlement, you will be required to reimburse the Company in respect of the excess days taken and the Company is authorized to make deductions in respect of the same from your final salary payment. In the event such deductions exceed the final salary payment to you, you shall pay such outstanding amount to the Company.

4. Return of Property

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terminated by the Company on account of breach of terms of employment and/or policies/procedures applicable to you, you shall be liable to refund to the Company such joining bonus/sign-on bonus as paid to you by the Company which shall be in addition to the **Ninety (90) days** written notice or salary in lieu thereof or a combination thereof. Further, in case you have received any relocation benefits and you exercise the option of termination this Agreement, or your agreement in terminated by the Company on grounds mentioned above within 12 months of joining or relocation, the Company shall in such case also be entitled to adjust and/or recover from you the total cost incurred by the Company and/or expenses reimbursed to you in connection with your relocation.

1.2 Additionally, in the event you exercise the option to terminate this Agreement as contained under the Paragraph D.1.1 above, the Company notwithstanding anything to the contrary contained in clause 1.1 above, may relieve you from the date as the Company may deem fit even before expiration of notice period without any liability to compensate you in connection with the unserved duration of your notice period. All other terms and conditions of this Agreement or applicable Company's policies including without limitation to the Code of Conduct shall apply to you in the aforesaid scenario of early relieving without any exceptions or concessions of any kind whatsoever.

1.3 Without prejudice to the Company's right as contained in Clause D.1.2, in case of termination of employment under Paragraph D.1.1 and D.1.2 above, you may be required to go on paid leave until the end of your notice period at the Company's discretion, which may be adjusted against your leave entitlement, if any, that has accrued and not been taken.

1.4 With the exception as laid out in Paragraph D.1.3 above, you shall not be entitled to any leave while serving your notice period under this Agreement.

2. <u>Breach or Misconduct</u>

2.1 Notwithstanding anything herein, the Company shall be entitled to terminate this Agreement, without notice and with immediate effect, and with no liability to make any further payment to you (other than in respect of amounts accrued due at the date of termination) in the event you :

(i) Fail to satisfactorily complete, the Firm's background screening procedures
(ii) are found to have engaged in any act of misconduct or negligence in the discharge of your duties or in the conduct of the Company's business; or
(iii) are found to have engaged in any other act or omission, inconsistent with your duties; or
(iv) are found to have engaged in any breach of this Agreement, or the Company Policy/People Handbook (including any independence and risk policies/code of Conduct) or lawful orders given to you by the Company;
(v) are convicted of any criminal offence; or,
(vi) are found to have engaged in unauthorized absence beyond a period of seven

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You agree that the Firm will be free to make, have made, use, offer for sale, sell, modify, translate, and import products utilizing the intellectual property assigned to Firm. To the extent any rights, including moral rights in the work products, cannot be assigned to under the applicable law, you agree to waive or cause to be waived all such rights in favour of Firm and to grant and enable Firm to exercise such rights to the maximum extent possible under the applicable law. You shall at the Firm's cost and expense execute such documents as may be required by the Firm for recording the Firm as the owner of such works.

10. Social Media Policy

You shall ensure compliance with the Social Media policy of the Company as amended from time to time. Additionally, it is important that you use only the correct legal name of the entity with which you are employed on all the social media platforms. Any non-compliance of the Social Media policy of the Company, including any direct or indirect reference to an entity name, other than the name of your employer at the relevant time, shall be construed as a misconduct in terms of the People Handbook and shall be subject to the Company's disciplinary process.

11. Personal Conflicts

In addition to your obligations under the People Handbook, you shall ensure that there is no personal conflict in performance of your duties, and you shall promptly notify the Company in case you perceive any personal conflict while discharging any of your duties. Further, you shall ensure that you comply with all Company policies at all times in this regard. 'Personal Conflict' shall mean where an employee has a personal connection with the client/target/sub-contractor/vendor/supplier, etc., which may interfere, or may be perceived to interfere, with their ability to remain objective/independent, or where they are personally in possession or have access to confidential information relating to any party or transaction and which can be used to gain any undue advantage or benefit in respect of which the employee is involved or likely to be involved for provision of services. Any non-compliance of this clause shall be construed as a misconduct and shall be subject to the Company's disciplinary process.

D. Termination

1. Without Cause

1.1 Either Party shall be free to terminate this Agreement at will and, at any time, with or without cause. The Party desirous of terminating this Agreement shall give **Ninety (90) days** prior written notice to the other Party. The Company at its discretion may pay or accept, payment of equivalent or proportionate salary in lieu of the full or part of the notice period. In case you have received or otherwise entitled to any joining bonus/sign-on bonus and, you exercise the option of terminating this Agreement within the period agreed as per your joining bonus/sign-on bonus letter, or if your employment is

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you do not comply with our independence and risk policies and procedures, you may be subject to disciplinary action including financial penalties including termination of your employment under Paragraph D.2 below. For the purpose of this clause, "Company" shall mean and include any network, associated, licensor or co-sublicensee entity/Company.

7. Prevention of Insider Trading

You shall not, without prior written permission of the Company, purchase, sell or deal in, at any time either during your employment with the Company or thereafter, any securities issued by any past, present or prospective customer/client of the Company in respect of which you have obtained privileged information by virtue of or in connection with your employment with the Company.

8. People Handbook

You are requested to familiarize yourself with the Company's People Handbook on joining and you are required, at all times, to abide by the People Handbook as amended from time to time. Any non-compliance or breach will be subject to disciplinary action pursuant to Paragraph D below. The terms of the People Handbook shall form part and parcel of this Agreement.

9. Intellectual Property

9.1 You acknowledge that the Firm shall always be the absolute, unrestricted and exclusive owner of the Copyright and all other intellectual property rights including Confidential Information and other proprietary technical, financial, marketing, manufacturing, distribution or other business related information or trade secrets, service marks and logos of the Firm, including without limitation, concepts, techniques, processes, methods, systems, designs, clients, cost data, computer programs, formulae, and other information used, whether oral or tangible, or any deliverables prepared by you in the course of employment with the Firm. The Firm can use such copyright and intellectual property rights in any manner as the Firm may deems fit. You will not have any rights to use and shall not in any manner whatsoever, represent and/or claim that they have any interest by way of ownership, assignment or otherwise in the same.

9.2 You acknowledge that the Firm shall at all times own all worldwide right, title and interest, including copyright/other intellectual property rights in (i) any work product/intellectual property created, made, conceived, reduced to practice or authored by you, either individually or with others, in the course of their employment with the Firm (ii) the modifications, changes and improvements made to the work product, including the right to obtain, register, perfect and enforce such rights under applicable laws and conventions. To the extent such rights do not vest immediately in the Firm, you shall irrevocably, and unconditionally and perpetually assign to the Firm all their worldwide right, title and interest, including copyright/other intellectual property rights in such works with or without consideration, as maybe decided by the Firm in the facts and circumstances of each case. You agree that there shall be no additional consideration or royalty payable for the assignment other than the consideration, as decided by the Firm.

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or not recorded in documentary form, or on computer disk or tape) which is confidential or commercially sensitive and is not in the public domain, and

(viii) any other information which is notified to you as confidential or which by its nature is confidential.

3.2 You shall not, either during your employment or at any time thereafter, except as required by law or otherwise specifically approved by the Firm in writing, use, divulge, copy, quote, refer or disclose to any third party or send, upload, transfer, transmit to yourself on any email address, including by use of official and/or personal email account, external storage devices (e.g. USB, flash drives, SD card, external hard disk), upload on cloud storage (e.g. Google Drive, One Drive etc.), unofficial/unauthorized collaboration sites or third party messaging applications (e.g. WhatsApp, Telegram etc.) or in any other manner whatsoever, any sensitive and/or Confidential Information, whether in whole or in part, which may have come to your possession or knowledge at any time during the course of your employment with the Company. Any non-compliance of this obligation shall be construed as a misconduct in terms of the People Handbook of the Company and shall be subject to the Company's disciplinary process. You shall also ensure that you comply with all Company policies at all times in this regard. This clause will cease to apply to information which enters the public domain other than (directly or indirectly) through your act, omission, negligence, or fault.

4. Employment Conditions

During the course of your employment, you will not undertake any other employment or engage in any external activities of a commercial nature without prior written approval of the Company. You will be required to effectively carry out all duties, responsibilities and obligations assigned to you by your manager and/or others authorized by the Company to assign such duties and responsibilities. Your performance will be subject to annual appraisal by your manager.

5. Travel

You shall travel to such places, within or outside India, as the Company may from time to time require, in relation to the Company's business.

6. Independence and Risk Policies

We draw your attention to Company's independence and risk policies that apply to personnel in all functions irrespective of the entity to which you belong to. The joining pack and welcome mail from your Human Resources Manager will provide you with all the information you need as a new joiner to be independent in your personal financial relationships and detailed policies on the same are available on the intranet. Additional restrictions apply to partners and directors as per local regulations. You are requested to familiarize yourself with the Company's independence and other risk policies on joining and complete the related procedures within the timelines set out for each. In the event

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1. Working Hours

You will be required to work eight (8) hours a day excluding break for meals.
The Company practices a forty (40) hours workweek. Subject to the applicable law, work timings, schedules and shifts may vary from time to time based on customer service requirements and depending upon exigencies of business, as specified by the Company from time to time. You may be required to work additional hours as appropriate to fulfill the responsibilities of your role.

2. Taxation

Any amount payable by the Company to you towards Compensation, Other Entitlements and/or, any other payment shall be subject to deduction of withholding taxes and/or, any other taxes under applicable law. All requirements under Indian tax laws, including tax compliance and filing of tax returns, assessment etc. of your personal income, shall be fulfilled by you.

3. Confidential Information

3.1 For the purposes of this Agreement, 'Confidential Information' in relation to the Company shall include: -

(i) trade secrets,

(ii) lists or details of its suppliers and/or their services, customers and/or the services to them including their terms of business,

(iii) prices charged to and terms of business with clients,

(iv) marketing plans and revenue forecasts,

(v) any proposals relating to the future forecast of the Company or any of its business or any part thereof,

(vi) details of its employees and officers and matters relating to their compensation/remuneration and other benefits paid or payable to them,

(vii) any Company or client data/information/records, Company policies and procedures, internal communications, databases, training materials, templates, emails, proposals, engagement letters, etc., information relating to business matters, corporate plans, management systems, investments, finances, accounts, marketing or sales of any past, present or future products or service, processes, inventions, designs, know how, discoveries, technical/financial specifications and other technical or financial information relating to the creation, production or supply of any past, present or future products or service of the Company, any information given to the Company in confidence by clients/customers, suppliers or other persons and any other information (whether

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In addition to the basic salary referred to in Paragraph A.1 above as part of Cost to Company (CTC), you shall be entitled to a sum of INR 275000/- (Rupees Two Lakh Seventy Five Thousand only) per annum.The aforesaid part of CTC shall include Employer's share of contribution under the Provident Fund scheme of the Company, which shall be subject to your entitlement and the policy of the Company and would depend on the allowances to be chosen out of the allowances / perquisites as detailed in the People Handbook.

B. Other Entitlements

Your other entitlements, as may be determined in accordance to the Company's Policy as applicable from time to time, shall be as follows:

1. Annual Increments

Company is under no obligation to increase the annual fixed salary. Any increment shall be decided at the Company's sole and absolute discretion and shall be subject to such policies/procedures as may be made applicable by the Company from time to time.

2. Gratuity

You shall be entitled to payment of gratuity as per the Company Policy and subject to the applicable law.

3. Medical Insurance Scheme

You shall be eligible to participate in the Medical Insurance Scheme of the Company, if any.

4. Leave

You shall be entitled to annual leave of 21.84 working days in a performance year in accordance with the Company's Policy subject to the applicable law. Your leave entitlement will be governed by the Leave policies as stated in the People Handbook and amended from time to time.

5. Maternity Benefits [**For Women employees only**]

You shall be entitled to maternity leave of 26 weeks (182 days) of which 08 weeks (56 days) can be availed prior to expected date of delivery and 18 weeks (126 days) after the delivery. During such leave, you shall be entitled to your full Compensation along with Other Entitlements that are made available in terms of this Agreement. It is clarified that any claim to the aforementioned maternity benefits shall remain subject to provisions of the Maternity Benefit Act, 1961 as may be amended from time to time.

C. Miscellaneous

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KPMG Advisory Services Private Limited
2nd Floor, Block T2 (B Wing)
Lodha Excelus, Apollo Mills Compound,
N M Joshi Marg, Mahalaxmi,
Mumbai 400011 India
Telephone: +91 (22) 3989 6000
Fax: +91 (22) 3090 1510

25 June 2024

Ayushi Uniyal
Saraswati Vihar E block lane 11, Ajabpur khurd,
UTTARAKHAND, DEHRADUN

Dear Ayushi,

On behalf of **KPMG Advisory Services Private Limited** (the '**Company**'), you are hereby offered the position of **Analyst** in **Advisory- Consulting** with the Company. You will be part of the **Advisory- Consulting - G & PS - HHSS** team.

You shall be based at our office **Gurugram** and can be transferred to any other office of the Company at any other place or city in India or outside India, or to any affiliate or associate entity of the Company, as may be decided by the Company in it' sole discretion from time to time.

Your employment shall commence with effect from your actual date of joining and end on **30 June 2025**. In the event you fail to join latest by **01 July 2024**, this employment agreement ('Agreement') shall stand terminated.

The terms and conditions of your employment with the Company shall be as follows:

A. **Compensation**

1. Basic Salary

Your basic salary shall be INR 275000/- (Rupees Two Lakh Seventy Five Thousand only) per annum, payable on a monthly basis, in arrears. The next revision of your compensation shall be in accordance with the merit review cycle and shall be at the sole discretion of the Company.

2. Allowances and Employers Contribution to Provident Fund

KPMG Advisory Services Private Limited, an Indian private limited company and a member firm of the KPMG global organization of independent member firms affiliated with KPMG International Limited, a private English Company limited by guarantee

CIN U74140MH1999PTC122186

Registered Office:
2nd Floor, Block T2 (B Wing)
Lodha Excelus, Apollo Mills Compound, N M Joshi Marg, Mahalaxmi, Mumbai - 400 011

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4	Home Landline/Mobile Bills	• INR 15000 per annum • The home landline/mobile bill has to be in your name in order to get the benefit. This does not include prepaid mobile, broadband and data card charges. • You can claim up to two telephone bills (either landline or mobile or both) in a particular month.
5	Meal Card	• Maximum of INR 15,000 per annum (Minimum INR 100 per month and maximum INR 1250 per month) • Meal card will be credited with six (6) months balance based on the structured amount. • Colleagues will be required to complete KYC as required by the meal card vendor. • Meal card will be credited between 15th to 20th of the subsequent month (as per the structured amount in your Flexible Benefit Plan)
6	Purchase of Computer/Laptop/I-pad for Personal Use	• One purchase for a period of 36 months up to INR 1,50,000. • The bill should be in your name c/o the applicable entity. • The original invoice and proof of payment (debit/credit card/ NEFT/cheque).
7	Leave Travel Allowance (LTA)	• One round trip from place of origin to destination twice in four years (only domestic travel). This does not include expenses such as local conveyance, sightseeing, hotel accommodation, food. • can claim LTA for yourself and for your declared dependents provided you are travelling with them. • Original ticket/boarding passes/invoice based on the mode of travel and proof of payment (debit/credit card/NEFT/cheque) is required.
8	National Pension Scheme (NPS)	• You can allocate up to 10% of your annual basic salary in the financial year. • You should have a PRAN (Permanent Retirement Account Number) with Kotak Mahindra Bank. If you already have a PRAN with another bank, please reach out to the payroll vendor upon joining. • You cannot have a joint account under this scheme.

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GODREJ MEMORIAL HOSPITAL

COMPASSIONATE CARE FOR ALL
(NABH & NABL Accredited)

Ref.: GMH/HRD/JOBOFFER/24/181

Date: 16th February, 2024

Ms. Batul Kapasi
Helal Building, B -Wing,
Mazgaon Post Office,
Mumbai - 400010

Sub.: Job Offer Letter

Dear Ms. Batul Kapasi,

We refer your application dated 25/01/2024 and the subsequent interview you had with us, we are pleased to offer you the position of **Sr. Executive-Marketing** in Management Cadre basis discussed terms.

This offer is valid subject to you joining Godrej Memorial Hospital on or before 01st April, 2024.

A detailed *Appointment Letter* will be issued to you along with a *Statement of Salary Package & Benefits* upon joining.

Kindly note that this offer is valid subject to you being found medically fit and returning good reference check.

Kindly return us the enclosed duplicate copy of this offer letter duly signed by you in token of your confirmation and acceptance of this offer.

We look forward to a long, fulfilling and fruitful association with you.

Yours faithfully,
For Godrej Memorial Hospital

Lt. Col. (Dr.) LC Verma (Retd.)
Chief Executive Officer

ACCEPTANCE

I hereby accept this offer on the terms and condition discussed.

Signature: _____

(Ms. Batul Kapasi)

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Anita Thapa

From: *N Satheeshkanna*
Sent: *05 February 2024 10:58*
To: *Anita Thapa*
Subject: *FW: Selections and Offers - Campus Placements - IIHMR University, Jaipur*

From: hrd <hrd@godrejhospital.com>
Sent: Saturday, February 3, 2024 7:04 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Susmit Jain <susmitjain@iihmr.edu.in>; N Satheeshkanna <satheeshkanna@iihmr.edu.in>; ceo <ceo@godrejhospital.com>; gmops <gmops@godrejhospital.com>; Dr.Swapnil Kamble <ms@godrejhospital.com>; hrcareer <hrcareer@godrejhospital.com>; Vandana, Godrej Hospital <hospital@godrej.com>
Subject: Selections and Offers - Campus Placements - IIHMR University, Jaipur

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Respected Dean

Greetings from Godrej Memorial Hospital Mumbai!

Trust this finds you well.

At the outset, let me express my sincere thanks for giving us an opportunity to interact with your students. The Panellists really enjoyed interacting with the candidates as all were outstanding and possessed extra ordinary skillsets which would prove assets to the organisations. This shows the high learning and teaching practices and personalised mentoring being given by the IIHMR faculty.

But as circulated, we have limited openings only, we have decided to go with the following candidates-

1. **Marketing (Sr Executive)-**

1. **Dr Shivani Dhamgaye- Status Selected and Offered**

2. **Dr Batul Kapasi- Marketing -Status Selected and Offered**

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

2. **Night Hospital Operations (Sr Executive)-**

1. **Dr Kalpit Bohra- Status Selected and Offered**

2. **Dr Akshat Patel- Status Selected and Offered**

We are pleased to offer a CTC of Rs. 6,00,000 per annum. We can provide shared hostel accommodation on need base.

We look forward to a long and fruitful association with these candidates and IIHMR. Please let us know the expected DoJ.

Thanks & Best Regards,

Aftab Jokhi

Manager – HR | Godrej Memorial Hospital, Pirojshanagar, Vikhroli (E), Mumbai - 79.

Phone: +91 22 6641 7006 | Email: hrd@godrejhospital.com

GODREJ MEMORIAL HOSPITAL
COMPASSIONATE CARE FOR ALL

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

1485

Tata AIG General Insurance Company Limited
Regd Office: 15th Floor, Tower A, Peninsula Business Park,
G. K. Marg, Lower Parel, Mumbai - 400 013.
Tel. No.: +91 22 66930000
www.tataaig.com
IRDA Registration No.: 108
CIN : U85110MH2000PLC128425

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TATA AIG INSURANCE
WITH YOU ALWAYS

14 June 2024

Dr. Bavaji Pranaya
H.NO : 4-93/4
Mahbubnagar
Telangana 509001
India

Dear Bavaji

Subject: Offer Proposal

We, Tata AIG General Insurance Company Limited are pleased to extend you an offer proposal for the position of **MT** at **MT** in **Claims - Health** department.

Your initial place of posting would be **Ameerpet**. The Company reserves right to transfer you to any location / department and / or job role in India or abroad in the future, as maybe required for the Company's business requirement.

Your annual Cost to Company will be Rs. 900,000.00 per annum. The compensation details are detailed in the 'Annexure' to this offer letter. You will be eligible for performance bonus / incentives as per the Company's policies from time to time.

This offer letter is contingent upon the successful completion of health declaration and background verification that may be conducted by the Company or any other external agency authorized to conduct the same. By accepting this offer letter, you hereby give your unconditional consent to the Company or any third party appointed / nominated by the Company to conduct background verification including but not limited to current and past employers, criminal conviction records, university / school / college records, professional and personal references and other verifying sources / authorities.

We would expect you to revert with offer acceptance within 3 working days of receipt of this offer letter and join us latest on or before 22 July 2024, beyond which the offer and this offer letter would stand withdrawn, unless a new date is by the Company in writing.

A detailed appointment letter will be issued to you upon joining and completion of requisite documents submitted by you or as may be required by the Company.

Yours Sincerely,

For **Tata AIG General Insurance Company Limited.**

Jitesh Bawa

Chief Human Resource Officer

I Accept the Offer
Bavaji Pranaya.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Placements

From: *N Satheeshkanna*
Sent: *02 August 2023 14:47*
To: *Anita Thapa*
Subject: *FW: Invitation for Campus Engagement- IIHMR University, Jaipur*
Attachments: *Job Description Health Underwriter.pdf; Job Description Claims Health.pdf; Job Description Health Accident & Travel.pdf; Tata AIG_Student Detail.xlsx*

From: Pabuwal, Lakshita <Lakshita.Pabuwal@tataaig.com>
Sent: Tuesday, August 1, 2023 7:00 PM
To: N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Cc: Kothari, Harshita <Harshita1.Kothari@tataaig.com>
Subject: RE: Invitation for Campus Engagement- IIHMR University, Jaipur

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Dear Team,

Please find enclosed the Job Description for Health Underwriter, Claims Health and Health Accident & Travel role.

Total CTC: INR 11.70 Lakh
Consisting of INR 9.00 Lakh as a fixed component and up to INR 2.70 Lakh as a variable bonus (depends on annual performance of the company and incumbent and will be paid once in a year at the time of appraisal)

Work Location: PAN India

Kindly share with us the list of interested applicants in the enclosed excel sheet, please note that you should maintain the standardized format provided in the excel sheet while entering the information.

Thanks & regards,
Lakshita Pabuwal
Human Resources

From: N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Sent: 01 August 2023 15:17
To: Pabuwal, Lakshita <Lakshita.Pabuwal@tataaig.com>
Cc: Kothari, Harshita <Harshita1.Kothari@tataaig.com>
Subject: Invitation for Campus Engagement- IIHMR University, Jaipur

"External mail. Open with Caution!"

Dear Ma'am,

Greetings from IIHMR University Jaipur!!!

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

We would like to invite you to be a part of our **Campus Recruitment Program** for final placements of the 2022-24 Batch. We will be very grateful to have you look at some of the bright **Students from**

MBA in Hospital and Health Management Batch 2024 from **IIHMR University, Jaipur, Rajasthan** for **Placements**.

The University offers MBA programs in the following sectors:

- **MBA Hospital and Health Management**
- **MBA in Pharmaceutical Management**
- **MBA in Development Management**

The students are trained in management skills in Hospital, Health, and Pharmaceutical Management. Special attention is given to data analysis, written and verbal communication skills, and implementing innovative programs.

Reasons to join hands with IIHMR University, Jaipur for campus hiring:

- **Legacy of 39 years.**
- **Renowned faculty of international repute.**
- **Ranked 90th in Management Category, as per the National Institutional Ranking Framework (NIRF 2022).**
- **Collaboration with leading global universities such as Johns Hopkins University, USA.**
- **Global Alumni network of 4000 plus alumni, which is the world's largest pool of alumni of any university in Healthcare, Pharmaceutical & Development Management Sector.**
- **Introduction of industry-centric modules in the course curriculum (Promotion of Medical Devices in Hospitals, Business Data Analytics, Market Access of Pharmaceutical Products, etc.)**

To know more about us, kindly visit our LinkedIn page.

We request you to share the **Job Description** for the Final Placement to elicit the interest of the students comprising of the following details:

Designation	
Eligible Streams	
Vacancies	
CTC details (with both fixed and variable components)	
Selection Process Proceedings	
Is there any bond in the Preliminary Phase of the Job Role	
The Duration of Probationary Period	
Joining Date	

Kindly mark your valuable comments on the above points.

Also, Looking forward to forging stronger ties with your esteemed organization and hosting the organization in our Placement season this year and going forward, forming an association with your organization as a part of our **Campus Recruitment Program**.

Thanks & Regards,

N. Satheeshkanna,
Asst. Manager - Placements

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: satheeshkanna@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 978-245-3035 | **P:** +91 141 3924700 (455)

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Near Sanganer Airport, Jaipur-302029

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Birla Fertility & IVF

BFI/HR/AL/EMP/2023/621

Date: 21 Jun 24

Dr. Bindya Bharat Panchal
D/O Bharat Panchal, Bajar Pada, Dhundalwadi
Palghar, Maharashtra, 401606

Dear **Bindya,**

We are pleased to offer you the appointment as **Management Trainee** with Birla Fertility & IVF (A Unit of CK Birla Healthcare Pvt Ltd). You will report to the **Consultant, Medical Services (Ahmedabad Centre)** and **Cluster Manager, Operations (West Region),** for Birla Fertility & IVF (A Unit of CK Birla Healthcare Pvt Ltd).

The terms and conditions of your appointment will be as follows:

1. Your appointment will be effective from the date of your joining which is 21-Jun-2024.

2. You will be on probation initially for a period of 3 months from the date of your joining. Your service is deemed to be confirmed upon completion of your said probation period unless your performance is found unsatisfactory, and your probation is further extended in writing.

3. During the probationary period we may terminate your employment without assigning any reason and without any notice. During the probationary period you may terminate your employment by giving 1-month notice.

4. Your appointment may be terminated by us, without notice if:
   a. Any information provided by you is found to be incorrect or any material information was withheld.
   b. if any document submitted by you is found to be false or fabricated.
   c. if you are found guilty of misconduct.
   d. if the report about your background check is considered unsatisfactory by us.
   e. if there is any existing obligation that restricts you from joining our Company in the above-mentioned position.

5. Other than as provided in Clause 2, by either side without assigning any reasons by giving one months' notice, or salary in lieu thereof.

6. **Force Majeure-** During the term of this Agreement, by reason of any event beyond the company's reasonable control including but not limited to Acts of God, fire, flood, explosion, earthquake, or other natural forces, war, civil unrest, accident, any strike or labor disturbance, epidemic, pandemic or any other calamity (collectively, "Force Majeure") the Company in good faith believes it is unable to utilize employee's services, the Company shall have the right upon twenty-four (24) hours prior notice to employee to suspend employee's services for the duration of such Force Majeure, or for any part thereof, and no compensation

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1, Prabhu Dayal Marg
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will be paid or accrue to Employee during any such period of suspension; provided that such suspension shall end as soon as such Force Majeure terminates

7. Your services are liable to be transferred from one department to another or from any one of our Group Companies (as designated by us) located anywhere in India.

8. You will abide by all Rules and Regulations and terms and conditions expressed or implied, which are in force from time to time at the workplace to which you are assigned for the time being.

9. The details of your annual compensation are provided in Annexure A, which is attached with this letter.

   a. Your annual salary of **Rs. 7,53,891 includes** the following components:

      i. Basic pay of **Rs. 1,80,000** per annum

      ii. House Rent Allowance (HRA) of **Rs. 90,000** per annum

      iii. Special Allowance of **Rs. 4,68,591** per annum

      iv. Statutory Bonus of **Rs. 15,300** per annum

   b. In addition to the above, you will be entitled to the following:

      i. Coverage under Employee Provident Fund from the date of joining, as per Rules

      ii. Coverage under Gratuity Scheme, as per the Gratuity Act

   c. Your compensation details must be treated as confidential at all times. You will not divulge or share them with anyone, except with those who are authorized to have this information.

10. All company information and assets (including analysis, plans, drawings, photo prints, reports and statements) that are shared with you during the course of your employment must be treated as confidential. You will not divulge or share them with anyone, except in the rightful discharge of your duties. Any breach of the above terms on your part will make you liable to be discharged without any notice.

11. All company information and assets, including documents, papers and records which may have been prepared by you or have come into your possession in the course of your employment, must be returned by you, once your employment relationship has ended with us.

12. You will not engage yourself in any other business or vocation during the tenure of your services with us. You will also give us a declaration on the status of you or any of your relatives, now or during the course of your employment, having any pecuniary or other interest in the activities relating to business of our Company or any of our Group Companies

13. You will not attempt to hire any employee of our Company, or any Group Company, for a period of 1 year after the cessation of your employment with us.

Preeta

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Birla
Fertility
& IVF

BFI/HR/AL/EMP/2023/621

We look forward to a long and mutually beneficial relationship with you. Please confirm your acceptance of the above terms and conditions by signing and returning a duplicate copy of this offer letter to us.

Yours sincerely,

Prerna

Prerna
Vice President, HR
Birla Fertility & IVF
(A Unit of CK Birla Healthcare Pvt. Ltd.)

I accept this offer and agree to abide by the terms and conditions stated in this appointment letter.

Signature : _____

Name (in Capitals) : _____

Place and Date : _____

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Birla Fertility & IVF

BFI/HR/AL/EMP/2023/621

CK Birla Healthcare Pvt. Ltd.				
Annexure A				
Name		Dr. Bindya Bharat Panchal	Effective Date	21-Jun-24
Department		Operations	Band	JL2
Designation		Management Trainee	Location	Amhedabad
Compensation Components			**(in Rs. per month)**	**(in Rs. per annum)**
Basic & Allowances	A1	Basic	15,000	180,000
	A2	House Rent Allowance	7,500	90,000
	A3	Special Allowance	39,049	468,591
	A4	Retention Allowance	-	-
	Total A		**61,549**	**738,591**
Statutory Bonus & Variable Pay	B1	Advance Statutory Bonus	1,275	15,300
	Total B		**1,275**	**15,300**
Flexible Basket	C1	Meal Coupon	-	-
	C2	Books & Periodicals	-	-
	C3	Professional Development	-	-
	C4	Fuel (Individual Car)	-	-
	C5	Driver Salary (Individual Car)	-	-
	Total C		**-**	**-**
Retirals	D1	Provident Fund (Employer's Contribution)	1,950	23,400
	D2	ESIC (Employer's Contribution)	-	-
	D3	Labour Welfare Fund (Employer's Contribution)	-	-
	D4	Gratuity	722	8,658
	Total D		**2,672**	**32,058**
Insurance Benefit	E1	Insurance Reimbursement	-	-
	E2	Group Mediclaim Insurance	1,121	13,448
	E3	Group Personal Accident Insurance	8	97
	E4	Group Term Life Insurance	42	506
	Total E		**1,171**	**14,051**
	Total (A+B+C+D+E)		**66,667**	**800,000**

All taxes applicable to the compensation shall be to your account.

Prerna
Authorised Signatory

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

CK Birla Healthcare Pvt Ltd.
CRS Tower, 77-B (1st Floor) Sector-18, Gurgaon 122015, India
+91 11 41592200 | +91 11 42092198 (Fax) | reachus@ckbhospital.com | www.ckbhospital.com
Registered Office: Birla Tower, 8th Floor, 25 Barakhamba Road, New Delhi- 110001, India | CIN No. U74140DL2014PTC272562

1488

CEL COMMUNITY EMPOWERMENT LAB RESEARCH AND INNOVATION IN PUBLIC HEALTH | icmr INDIAN COUNCIL OF MEDICAL RESEARCH CCoE COLLABORATING CENTRE OF EXCELLENCE

Date: June 11, 2024

Ref: CEL/HCAP/202406/009

To
Chandan Kumar,
Samastipur, Bihar.

Sub: Offer Letter

Dear Chandan,

It is our pleasure to extend the following offer letter to you on behalf of CEL further to the interview and discussions you have had with us.

We are pleased to offer you a position as **Research Associate** in this capacity, you will report to **Simanta Mohanty- Chief Development Officer**. You may be required to travel frequently to field sites and other locations from time to time to effectively carry out your duties.

Term of Employment:
This is a full-time employment with the date of joining no later than **13 June 2024** However, either party may terminate this employment agreement by notice given in writing observing the statutory notice of a minimum of 30 days.

Remuneration:
Your remuneration is fixed at an annual cost to company of **INR 5,40,000 Lakhs** inclusive of taxes, Your salary will be disbursed to your salary account no later than the 7th day of the subsequent month. CEL's policy is to review performance formally on an annual basis and reconsider compensation based on merit at that time. In addition to this policy, CEL managers review performance on an ongoing basis.

Taxes:
CEL will make deductions for Income Tax and other statutory deductions from your monthly salary, as per Income Tax rules and provisions, and deposit the same with the concerned Treasury/Department.

Probation:
You will be on probation for a minimum period of six months from the starting date of your joining. During the probation period, CEL may terminate this offer letter by providing 24 hours written notice. At the expiration of the probation period, your performance will be reviewed. If your performance is found to be unsatisfactory the management will reserve the right to terminate your services or extend the probation period.

Reimbursements:
CEL shall reimburse you for all reasonable expenses incurred in the proper performance of your duties hereunder against prior approval and production of written evidence of such expenses to the reasonable satisfaction of your CEL manager/ approving authority, and in accordance with CEL's travel & business expenditure policy.

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

General:

On joining the organization, you shall abide by the rules and regulations of the organization as may be in force from time to time. You will be required to maintain utmost confidentiality in respect to proprietary, confidential data information, documents and the organization's Human assets profile. Regular performance reviews will be done to benchmark your performance against organizational standards.

We welcome you on board. At the time of joining, the Human Capital team will give you a detailed letter of appointment. We would expect you to join no later than **14 June 2024** in keeping with our discussions with you, otherwise this offer will stand withdrawn automatically within ONE week of the joining date, or it stands canceled in case of any deviations in information provided by you.

It's our pleasure to welcome you to CEL. We sincerely hope that you will consider this offer favourably. We at CEL look forward to working with you.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

With best wishes,
For CEL Ventures Private Limited

Simanta Mohanty
Chief Development Officer

AGREED AND ACCEPTED:

DATE OF ACCEPTANCE:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Ganganer Airport, Jaipur-302029

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Tata AIG General Insurance Company Limited
Regd Office: 15th Floor, Tower A, Peninsula Business Park,
G. K. Marg, Lower Parel, Mumbai - 400 013.
Tel. No.: +91 22 66930000
www.tataaig.com
IRDA Registration No.: 108
CIN : U85110MH2000PLC128425

Great Place To Work. Certified

TATA AIG INSURANCE
WITH YOU ALWAYS

14 June 2024

Dr. Debam Saha
1403
Thane
Maharashtra 400601
India

Dear Debam

Subject: Offer Proposal

We, Tata AIG General Insurance Company Limited are pleased to extend you an offer proposal for the position of MT at MT in Health Insurance department.

Your initial place of posting would be Peninsula. The Company reserves right to transfer you to any location / department and / or job role in India or abroad in the future, as maybe required for the Company's business requirement.

Your annual Cost to Company will be Rs. 900,000.00 per annum. The compensation details are detailed in the 'Annexure' to this offer letter. You will be eligible for performance bonus / incentives as per the Company's policies from time to time.

This offer letter is contingent upon the successful completion of health declaration and background verification that may be conducted by the Company or any other external agency authorized to conduct the same. By accepting this offer letter, you hereby give your unconditional consent to the Company or any third party appointed / nominated by the Company to conduct background verification including but not limited to current and past employers, criminal conviction records, university / school / college records, professional and personal references and other verifying sources / authorities.

We would expect you to revert with offer acceptance within 3 working days of receipt of this offer letter and join us latest on or before 22 July 2024, beyond which the offer and this offer letter would stand withdrawn, unless a new date is by the Company in writing.

A detailed appointment letter will be issued to you upon joining and completion of requisite documents submitted by you or as may be required by the Company.

Yours Sincerely,

For Tata AIG General Insurance Company Limited.

Jitesh Bawa

Chief Human Resource Officer

(DEBAM SAHA)

tataaig.com think ahead

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

ANNEXURE

Name	Debam Saha
Designation	MT
Band	MT
Location	Peninsula
Department	Health Insurance

Pay Component (A)	Per Annum (Rs.)	Remarks
Basic Salary	297,000.00	Fully Taxable
House Rent Allowance (HRA)	148,500.00	Taxability as per applicable IT provisions on HRA
Flexi Allowance Plan (FAP)	404,574.00	Taxability as per applicable IT provisions on (FAP)
Statutory Bonus	0.00	
Total of (A)	850,074.00	
Statutory Benefits (B)		
Provident Fund (Employer Contribution)	35,640.00	As per the applicable law
Gratuity	14,286.00	As per the applicable law
Total Fixed Cost (A+ B)	900,000.00	
Target Annual Performance Bonus (C)	270,000.00	Performance Bonus is payable once a year, maximum up to 30% of fixed CTC based upon the individual performance & Company performance. The mentioned is at Target level Company performance
Maximum Earning Capacity (A+B+C)	1,170,000.00	

(DEBAM SAHA)

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Statutory Bonus shall be payable in accordance with The Payment of Bonus Act, 1965, as applicable.

*Gratuity shall be payable in accordance with The Payment of Gratuity Act, 1972, as applicable.

*Note-All of the Above Payments would be subject to tax and other deductions as per norms.

Guidelines on Annual Performance Bonus:
You will be eligible for an Annual Performance Linked Bonus Pay in the relevant performance year under review which will be based on individual performance and Company performance. Target bonus amount mentioned above will be the maximum payable and there is no guaranteed amount. Any employee earning incentives during the year or serving notice period on the date of pay-out will not be eligible for this component. Payment of Annual Performance Bonus is as per the Company policy, which is subject to change basis management discretion.

Guidelines for Flexi Allowance Plan:	
a) Each employee is entitled to exercise his / her choice of apportionment of FAP subject to total limits available against each allowance	
b). The below selection shall be taxable / non-taxable as provided for under the Income Tax act and the rule there made under and amended from time to time	
Allow / Reimb Head	Permissible Limit (in INR)
Food Coupons	Rs 15000 (or) 26400 per annum
Gift Vouchers	Rs 4999 per annum
LTA	Upto Rs. 2 Lakhs per annum
Children Hostel Allowance	Rs 300 per child per month up to a max of 2 kids
Education Allowance	Rs 100 per child per month up to a max of 2 kids
Vehicle & Fuel Maintenance (Only for Band 3 & Above Levels)	Rs 21600 per annum
Driver Salary (Only for Band 3 & Above Levels)	Rs 10800 per annum
Telephone Reimbursement	Rs 12000 or 24000 per annum
National Pension Scheme	10% of the basic Salary or 1.5 Lakhs whichever is lower

(DEBAM SAHA)

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Other Benefits*	Cover
Group Mediclaim Insurance cover	Self, Spouse and 2 dependent children on a family floater basis.
Group Term Life Insurance cover	Two times of Annual fixed compensation less retirals or Rs.10,00,000 whichever is higher. (Retirals includes PF and Gratuity)
Group Personal Accident Insurance cover	Applicable as per the company policy.
Voluntary Parents Mediclaim Policy	An employee can cover his/her dependent Parents and/ or Parents in laws. This is a voluntary policy where the premium will be borne by the employee.

* Please refer the Individual Policy Documents for more details

(DEBAM SAHA)

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

enabling quality healthcare for all

22-Dec-2023

Mr.Debmalya Chatterjee
EE-184,Sourav Abasan,Salt lake
Sector-2,Kolkata-700091(WB)

OFFER LETTER

Dear Debmalya,

On behalf of OHUM Healthcare Solutions Private Limited, we are pleased to offer you a position of

Business Development Executive (L1) with OHUM. We expect you to join us on or before **08-Jan-2024.** Our offer reflects our belief that you have the ability, commitment & desire to grow with us. We hope you will enjoy making your very own special contribution to the continued success of the company. The terms of your employment are as follows:

1. **Duties:** You will be assigned your duties by your reporting manager. You will be required to work at least 40 hours per week unless otherwise advised by the Company.

2. **Salary & Benefits:** You will be entitled to a Gross remuneration package which will be up to **Rs. 9,00,000 (Rupees Nine Lakh only)** inclusive of Rs. 3,00,000 (Rupees Three Lakh only) as Performance Linked Variable Incentive which will be paid to you during your Annual Appraisal as per the Annexure A. Your salary may be adjusted from time to time but the timing and amount of any adjustment will be at the sole discretion of the Company. The details pertaining to your remuneration are confidential and must strictly be treated as such.

3. **Work Place:** You are appointed to work with OHUM Healthcare Solutions Private Limited at their Pune location. You will however work from where the company chooses to relocate you for business reasons. Your services can be transferred / deputed to any other department of the company and / or clients' offices, anywhere in India or abroad, temporarily or permanently.

4. **Probation Period:** You will be on probation for a period of 3 months, which may be extended at the discretion of the company. During the probationary period, your employment can be terminated by a 30 (Thirty) days written notice on either side. The Company reserves the right to pay or recover salary in lieu of notice period.

   Upon confirmation, the Company or you may terminate employment with a 90 days notice as per the Employment Agreement to be executed with the Company.

Please note this offer is subject to verification of your references and credentials such as educational certificates, experience letters and past compensation.

Please sign on all pages of this letter. We will provide you a copy of the letter after we complete all necessary formalities. Please note that you may not alter this letter and the attached documents in any way. Any alteration renders the offer of employment and its attached documents null and void.

Ohum Healthcare Solutions Pvt. Ltd. Pune

Registrar
The NIMS University
Rajasthan, Jaipur
Near Sanganer Airport, Jaipur-302029

You are requested to complete all joining formalities on the 1st day of your joining itself. You may contact HR person from our team for further assistance.

We are excited about the joint opportunities ahead of us and look forward to your valuable contributions. We welcome you to OHUM and look forward to your long and fruitful association with us.

With Warm Regards,

For **OHUM Healthcare Solutions Private Limited,**

Rajani Bala Sharma.

Rajani Bala Sharma

Ohum Healthcare Solutions Pvt. Ltd. Pune

I hereby confirm that I accept your offer & shall report for duty on: _____

Signature: _____

Date : _____

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Annexure A

CONSOLIDATED SALARY, ALLOWANCES, REIMBURSEMENTS AND BENEFITS

Name : **Mr.Debmalya Chatterjee**
Designation : **Business Development Executive (L1)**

---

1. *SALARY*

You are entitled to allowances, reimbursement and benefits subject to overall limit as detailed below for your services:-

SALARY COMPONENTS	
***Monthly Components:* A**	
Basic	19800
House Rent Allowance	7920
Special Allowance	12527
Conveyance Allowance	1600
Reimbursement of Medical Expenses	1250
Monthly Gross : A	**43097**
Monthly Components (Reimbursements):* B	
Vehicle Reimbursement	900
Telephone Allowance	800
LTA	2,970
Monthly Total Reimbursements : B	**4,670**
Monthly Gross : (A+B)	**47767**
Annual Gross : C	**573,204**
Annual Components : D	
*Performance linked variable incentive paid yearly **C**	300,000
Medical Insurance	5,200
Statutory Contribution to PF: **E**	21,600
COST TO COMPANY: (C+D+E)	**900000**

***Notes:**

Reimbursement of Medical Expenses:

- Payable every month
- Tax exemption is applicable only on submission of receipts

Reimbursement of Telephone expenses:

- Amounts reflected under these heads are payable on the basis of actual expenses being incurred and supported by receipts and subject to the maximum limit as mentioned above.
- Please Note - In case an employee does not intend to claim this amount as reimbursement, he/she may submit a declaration to this effect to Payroll and claim the amount as a taxable allowance. Please refer

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company policy for further details.

Medical Insurance:
The cost of Medical Insurance indicated above is for Rs. 1 Lakh coverage for employee alone. Additional coverage and/ or coverage for dependents will increase the cost of Medical Insurance. Cost may change from time to time.

Annexure B:

Performance Linked Variable Incentive (PLVI) : In addition to your base salary, you will be eligible for participating in the Performance linked variable incentive. PLVI shall depend on the individual performance for the period under evaluation.

The PLVI component would be prorated based on the period for which the employee has worked in 2022-23 and shall be paid to employees who have not resigned or not serving their notice period as on the date of disbursement of the PLVI.

Gratuity:

You shall be eligible for Gratuity, @ 15 days of basic pay for every year of service completed with the company at the time of retirement or resignation, whichever happens earlier, provided that you have been in continuous service with the company for 5 years.

Please sign to confirm your acceptance of above terms & conditions. You are further requested to execute an Employment Agreement with the Company on your first day of joining.

I confirm and accept the above.

_____

(Signature)

Name:

Place:

Date:

Ohm Healthcare Solutions Pvt. Ltd. Pune

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PharmaACE

OFFER OF EMPLOYMENT

(STRICTLY PRIVATE AND CONFIDENTIAL)

18 October 2023

Dear Deepali Gupta,

Congratulations!

We are delighted to formally offer you the position of **Trainee Analyst** at PharmaACE, India.

PharmaACE has a unique philosophy of collaborating with the best people and delivering excellence to our clients for their most critical business problems. We believe in a culture of learning, self-improvement, and honing expertise and thereby driving quality from our employees.

Joining Details:

1. **Start Date:** If you accept this offer, your start date will be **Monday, 1st April 2024.**

2. **Compensation**:

2.1 **Salary**: Your annual gross salary will be **INR 4,68,000**, inclusive of your basic, fixed allowances and provident fund contributions, which will be remitted monthly.

Details of the compensation break up and office specific benefits are shared in **Annexure A.**

All bonuses are determined at the discretion of PharmaACE and are subject to any standard withholding taxes.

2.2 **Retirals:** Provident Fund and Gratuity will be as per rules.

2.3 **Insurance**: Company offers Group Medical Insurance for a floater sum of Rupees Three Lakhs only covering you, your spouse & 2 children (under the age of 25 years), if applicable.

2.4 **Leaves**: Confirmed employees are entitled to 20 Earned leaves, 6 Optional leaves and 4 Core Holidays, a total of 30 leaves annually. There is no carry forward or encashment of leaves. Leaves will be credited to the employee account on a pro-rata basis from the date of Joining.

2.5 **Work from Home**: WFH option is available only to confirmed employees and is subject to manager's approval.

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3. Appraisals

PharmaACE has its Annual Appraisal Cycle in October of each year and the Annual Performance Bonus cycle in March of each year. On confirmation, campus joiners will be eligible to participate in the performance bonus cycle of the next calendar year. Campus joiners will not be participating in appraisal cycles in the calendar year of their joining.

4. Additional Details:

Following are the details of the logistics for your successful onboarding at PharmaACE:

4.1 **Orientation & Training**: At PharmaACE, all new hires participate in a virtual/office-based Induction program to acquaint themselves with our culture and way of working. We have a blended learning program comprising of Instructor Led Trainings and Self-Paced Trainings hosted on our LMS. This is specifically designed to empower you with the right skillsets and to equip you with the right business acumen.

4.2 **Start Date Formalities**: This offer is subject to verification of original certificates of educational qualifications and other documents listed below.

1. Relieving Letter and Offer Letter from all the previous employers (if any)
2. Salary slips or salary certificate from most recent employer (if any)
3. Experience Certificate from all previous employers (if any)
4. Proof of Academic Qualification
    - 10th & 12th degree and mark sheets
    - Undergraduate and master's degree certificates and mark sheets
    - Other qualifications - certificates (if any)
5. Proof of identity: PAN and Aadhar Card
6. Passport copy
7. Current and Permanent Address Proof
8. Passport size Photograph

4.3 **Probation:** You will be on probation for a period of Six (6) months, from the date of joining. You will be confirmed in your appointment in writing on successful completion of the said probationary period.

4.4 **Transferability:** Your initial place of posting can be at any of the locations within India from where PharmaACE operates. After joining too, if needed, at a later date, you may be asked to transfer from one location to another, anywhere in India/outside India.

4.5 **Notice Period**

a. During the probationary period or post confirmation, employer can terminate the employment at any given point of time with immediate effect without salary in lieu of notice. In case of non-performance by the employee or in case of any misconduct including but not limited to, fraudulent, dishonest or undisciplined conduct, or breach of integrity, or embezzlement, or misappropriation or misuse by you of PharmaACE property, or

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insubordination or failure to comply with the directions given to you by persons so authorized, or your insolvency or conviction for any offence involving moral turpitude, or breach by you of any terms of this Agreement or the policies of PharmaACE or other documents or directions of PharmaACE, or redundancy of your post in PharmaACE, or upon you conducting yourself in a manner which is regarded by PharmaACE as prejudicial to its own interests or to the interests of its clients.

b. During the probationary period, employee can terminate the employment by giving two months notice or two months salary in lieu of notice.

c. Post confirmation employee can terminate the employment by giving three months notice.

d. Employee will not be eligible for any appraisal/variable bonus payout if on Notice period.

5. You will treat matters pertaining to the company's business interests with utmost confidentiality and such confidentiality must be maintained during your employment with the company and thereafter.

6. During your services with the company, you will be governed by the rules and regulations in respect to conduct & discipline and other matters as may be framed by the company from time to time.

Sincerely,

Ashima Kumar

Ashima Kumar

Head - Training & Development and Corporate Communications

PharmaACE

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Annexure A

Remuneration Details

Deepali Gupta **Trainee Analyst**

Salary Component	Per Annum (INR)	In words
Basic Salary	4,68,000	Rupees Four Lakhs Sixty-Eight Thousand Only
Confirmation Bonus *	50,000	Rupees Fifty Thousand Only
Performance Bonus **	45,000	Rupees Forty-Five Thousand Only
Retention Bonus ***	1,50,000	Rupees One Lakh Fifty Thousand Only
Gratuity	27,000	Rupees Twenty-Seven Thousand Only
Mediclaim (Notional)	15,000	Rupees Fifteen Thousand Only
Total CTC	**7,55,000**	Rupees Seven Lakhs Fifty-Five Thousand Only
Income Tax, Professional tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.		

Gross Salary includes Basic Pay, HRA and other allowances, the details of which will be available in your payslip. Your individual compensation is strictly between yourself and the Company. It has been determined based on numerous factors such as job role, skills – specific background, and professional merit. This information and any changes made therein should be treated as personal and confidential.

* **Confirmation Bonus** will be paid once on the successful completion of the probation period. In case an employee wishes to leave the organization before 2 years from the date of confirmation, this bonus will have to be settled.

****Performance Bonus:** To be eligible for the performance bonus, you must be a confirmed employee and not be serving your notice period at the start of the performance appraisal process and also at disbursal time of the said bonus. This bonus is paid out in one instalment on the closure of financial cycle (pro-rata basis, if applicable). This may change, contingent on the company, group & individual performance.

*****Retention Bonus** will be paid on monthly basis for each of the first three years from the date of joining. If the employee resigns or gets terminated from the organization before 3rd year of their employment starting from the date of their confirmation, he/she will have to settle the Retention Bonus received until then.

As mentioned above, you will be entitled for Group Medical Insurance for floater sum insured Rupees Three Lakhs only. Details of the same would be furnished in the Appointment Letter.

Best Regards,

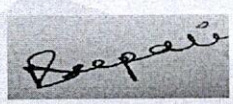
Ashima Kumar

Ashima Kumar

Head - Training & Development and Corporate Communications

PharmaACE

Accepted By:



Date: Oct 19 2023 09:44 IST

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Annexure B

CONFIDENTIALITY AND NON-COMPETE AGREEMENT

A. During the employment period and for a period of 2 years post the last employment date, the employee agrees not to accept any job offer or apply to any jobs in the following companies as these companies compete directly with PharmaACE and its clients:

1. Merck & Co. including Merck India and all other affiliates
2. Aspect Ratio including all its affiliates
3. Novartis International AG including Novartis India and all other affiliates
4. IQVIA Health including all its affiliates
5. ZS Associates and all its affiliates
6. AXTRIA and all its affiliates

B. During the Employment Period, the Employee may have access to or receive certain information about PharmaACE customers and their projects. All project related information, whether labelled such or not, is designated as Confidential. **Confidential Information** includes information related to PharmaACE and its client's financial statements, budgets and projections, customer identifying information, potential and intended customers, employers, products, computer programs, specifications, manuals, software, analyses, strategies, marketing plans, business plans, and other confidential information, provided orally, in writing, by drawings, or by any other media. The Employee will treat all information as confidential and will not disclose it to any third party. In addition, the Employee shall use due care and diligence to prevent the unauthorized use or disclosure of that information.

Best Regards,

Ashima Kumar

Ashima Kumar

Head - Training & Development and Corporate Communications

PharmaACE

Accepted By:

Date: Oct 19 2023 09:44 IST

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ADITYA BIRLA CAPITAL

PROTECTING INVESTING FINANCING ADVISING

Sub: Offer Letter

Date:21-June-2024

Private & Confidential

Dear DEEPESH VARMA,

We take pleasure in inviting you to be a part of Financial Services, an the Aditya Birla Group Company.

Your journey, at Financial Services, begins with the position of "Management Trainee". The details of your compensation and benefits are enclosed in the Annexure.

This position is based out of G Corp Ho - Mumbai. The summary details are provided below:

- Job Band: TR
- Designation: Management Trainee
- Function: Service Ops
- Reporting to Project Mentor

Terms and Conditions:

1. You will be on the rolls of Financial Services and all its employment conditions will be applicable. The probation period will be of six months from the 08-Jul-2024. You will be confirmed subject to successful completion of the probation period.
2. A detailed letter of appointment awaits you on your joining and on successful completion of joining formalities.
3. This offer is valid subject to acceptable feedback from professional reference checks, credential checks, antecedent checks and you being declared medically fit to work as per the Pre-employment health check-up.
4. All Taxes and necessary compliances will be applicable as per Indian Laws.
5. Your performance review cycle will be due for completion on 01-Jul-2025 with effective from the date of your joining.

We look forward to your offer acceptance and welcoming you on board.

Yours Faithfully,

For Financial Services

This is a system generated letter. Hence, doesn't require signature.

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Aditya Birla Capital Ltd.
One Indiabulls Centre, Tower 1-C, 18th Floor, Jupiter Mill Compound,
841, Senapati Bapat Marg, Elphinstone Road, Mumbai 400 013.
+91 22 4356 7000 | (F) +91 22 4356 7111
abc.secretarial@adityabirlacapital.com I www.adityabirlacapital.com

Registered Office:
Indian Rayon Compound, Veraval - 362 266. Gujarat.
+91 28762 45711
CIN: L67120GJ2007PLC058890

Annexure "A'

Name	**Deepesh Varma**		
Date of Joining	**08-Jul-2024**	**Business**	**Aditya Birla Capital Limited**
Job Band	**MT**	**Business Unit**	**Aditya Birla Sun Life AMC Limited**
Designation	**Management Trainee**	**Department**	**Ops - Head's Office**
Role	**Operations - MT**	**Performance Review Year**	**April to March**
Location of Posting	**ABHI - Thane - G Corp**	**Compensation Review Year**	**July to June**
Reporting To	**Project Mentor**	**Next Compensation review date**	**01-Jul-2024**

	Per MONTH	Per ANNUM	Remarks
Salary		**2,62,500**	
Basic Salary	21,875	2,62,500	This is paid on a monthly basis. Retirement benefits are linked to it.
Allowances/ Reimbursements		**2,98,999**	
Leave Travel Allowance	-	10,000	This covers reimbursement for travel on leave within India. It is governed by the Income Tax Act where one can take tax exemptions twice in a block of four years as per guidelines
Education Allowance	200	2,400	This is paid on a monthly basis.
Special Allowance	22,483	2,69,799	This is paid on a monthly basis.
Advance against statutory bonus	1,400	16,800	Applicable to employees having basic salary less than or equal to INR 21,000 per month. This paid on a monthly basis.
Guaranteed Cash		**5,61,499**	
Retirement Benefits		**57,251**	
Provident Fund (12% of Basic) - Employer Contribution	2,625	31,500	The employer contributes to the extent of 12% of basic salary or Rs. 21600 whichever is higher.
Gratuity (15 days Basic)	1,052	12,626	This is governed by the Payment of Gratuity Act.
National Pension Scheme	1,094	13,125	NPS (Optional) - The National Pension System (NPS) is a voluntary retirement scheme. 5% of Basic Salary will be contributed in National Pension Scheme & employee has an option to increase contribution up to a maximum of 10% of Basic Salary. Employee also has an option to opt out of the NPS. In case of opt out, the said amount will be added to special allowance.
Fixed Compensation w/o housing		**6,18,750**	
Housing		**1,31,250**	
HRA	10,938	1,31,250	This is calculated @ 50% of Basic Salary. This amount is paid as a part of the monthly salary
Fixed Compensation		**7,50,000**	
Cost to Company		**7,50,000**	
Joining Bonus		75,000	This is a one time (pre tax) Joining Bonus paid at the time of joining and is over and above the fixed compensation details mentioned above. This amount (pre tax) would be entirely recovered from you, in the event of your separation from the Company anytime during a period of 12 months, from your date of joining. The gross amount will be recovered in full.
Confirmation Bonus		1,00,000	This is a one time (pre tax) Confirmation Bonus paid post your confirmation and is over and above the fixed compensation details mentioned above. This amount (pre tax) would be entirely recovered from you, in the event of your separation from the Company anytime during a period of 12 months, from your date of payout. The gross amount will be recovered in full. This is paid in lieu of Annual Incentive.
Notice Buyout		No	You shall also be paid a sum on actuals towards reimbursement of Notice Pay Buyout from your current organization at the time of joining subject to submission of documentary proofs. This is a onetime payment over and above the cost to company details mentioned in the annexure as above. In case of seperation from services from the company within 12 months from the time of payout, the said amount will be recovered in full.

Notes:
- Taxes as applicable, to be borne by the incumbent, as per prevailing tax laws.

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Employee Protection and Wellness Benefits / Perks not Valued

Employee and family care have been core to our belief. We enrich the lives of our employees and their families by offering protection and wellness solutions that cover physical and emotional wellbeing. Key Benefits are summarized for your ready reference. We encourage you to know more about these benefits and utilize them to enrich your life and the lives of your family members. Below information is indicative and subject to change from time to time.

Mobile Phone	Yes	Rental and official calls (For VIL subscriptions only).
Group Medical Insurance - Base	INR 500,000	The Group Medical Insurance provides a Base cover of INR 500,000 for a family of 6 including Parents / Parents-in-law (as chosen by the employee). This is a Co-Pay policy.
Group Medical Insurance - Top up / Top	INR 200,000 to INR 2,500,000	Employees have the option to choose Top up cover ranging from INR 2 lacs to INR 25 lacs with the default option being INR 3 lacs. The "Top Up" plan is voluntary and fully paid for by the employee. On opting for Top-up there is a waiver of premium Co-Pay on the Base Cover as defined in the policy.
Group Accident Insurance	50,00,000	The Group Accident Insurance provides for compensation in the event of accidental death or disablement. The entire premium is borne by the organization.
Nishchint	20,00,000	Nishchint is a voluntary life insurance benefit. The amount is indicative as per your current Job band, subject to your enrolment at the time of policy renewal. Employees will be charged a premium at 25% of total premium rates (subject to maximum of INR 60,000) and company will pick up the remaining costs.
Group Term Insurance	15,00,000	The Group Term Insurance provides for compensation in the event of Basic death, Accidental death and Dismemberment, Critical illness. The entire premium is borne by the organization.
Integrated Personal Health Care Programme		
Health Assessment	As per Policy	Wellness Assurance Policy provides for preventive health check-up for employees at regular intervals. The frequency and tests have been decided keeping in mind the age-related risks. 1) Employees in the age group 35 and below are eligible for one Health Check up every 3 years. 2) □Employees in the age group 36 – 45 are eligible for one Health Check up every 2 years. 3) Employee in the age group above 45 and employees in JB 5 and above (irrespective of the age) are eligible for Health Check up every year. Employees are encouraged to undergo an annual basic health assessment through our digital partner or plant hospital as applicable. Details as mentioned below in the Digital Health and Wellbeing App section.
Life Unlimited	As per Policy	Emotional well-being is as important as physical well-being. Through Life Unlimited, we have tie-ups with reputed partners who offer confidential counselling services and resources that help navigate through difficult situations and build resilience. These are meant for you and your family members.
Digital Health and Wellbeing App	INR 1,500	Wellness Benefit is being offered for enabling a healthier lifestyle and to provide support to you to monitor and improve your vital health parameters. We encourage you to undertake the regular health check-up/ assessments provided by the company and download the Digital Health and Wellbeing App to avail all other wellness offerings.
Retirement Benefits		
Gratuity	As per Policy	The Gratuity is payable at the time of separation with a continuous service of 5 years or more. The Payout is based on 15 days' Basic Salary for every completed year of service. The Gratuity benefit on Retirement is as follows. 1. More than 5 and up to 10 years - 15 days of last drawn basic salary per completed year of service 2. More than 10 and up to 15 years - 21 days of last drawn basic salary per completed year of service 3. More than 15 years - 1 month of last drawn basic salary per completed year of service
National Pension Scheme	As per Policy	Employees have an option to opt for Contribution to National Pension Scheme up to a maximum of 10% of Basic Salary. Also, Employees can transfer the accumulations under the existing Superannuation Fund account to the National Pension Scheme.

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1493

HEALTH INSURANCE

14-Mar-24

Devanshi Shivhare
Mahalaxmi Nagar, Indore, Madhya Pradesh

Dear Devanshi,

Letter of Appointment

With reference to our recent discussions regarding your possible employment with **Care Health Insurance Limited**, hereafter referred to as the Company, we are pleased to offer you the position of **Manager – FCU** on the following terms and conditions defined herein:

1. **Date of Joining:** Your appointment will be effective from **18-Mar-24** or any other date mutually agreed upon in writing.

2. **Place of work:** Your place of work is **Gurgaon-Vipul Tech**. Your place of work may be changed to any other location within India / any group Company, as directed by the Company from time to time. In addition, in performance of your duties for the company, you may be required to travel within and/or outside.

3. **Reporting:** You will report to **Corporate Manager – FCU** or any other designate person as specified by the Company from time to time.

4. **Remuneration:** Your annual compensation package on a Total Fixed Cost (TFC) basis is **Rs. 600000 (Rupees Six Lakh(s) Only).** This amount will include basic salary, taxable and non-taxable allowances & benefits, and other payments, payable as per the designate acts. Annexure 1 provides your compensation break-up, as per the applicable Compensation Structure.

5. **Medical**: You may be required to undergo medical examination by a Company appointed medical practitioner as and when directed by the Company and to comply with rules and instructions in the matter. Your services may be terminated without notice if the Company considers you unsuitable for retention in service on medical grounds.

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6. **Group Insurance**: You will be covered under the Group Personal Accident Insurance, Group Life Insurance and Hospitalization Insurance/ Employee's State Insurance Corporation (as applicable) in accordance with company'spolicy.

7. **Hours of Work:** Your hours of work will be in line with the needs of your role/function, in accordance with the company policy and provisions of applicable laws

8. **Probation:** You will work on probation for a period of six months from the date of joining. This may be extended at the discretion of the Company and you will continue to be on probation till a confirmation letter has been issued to you in writing. During your probation or thereafter, you shall undertake such studies /vocational courses as may be required by Company / your superiors. You may also be required to take such examinations / obtain such certifications as the Company / your superiors may require from time to time, and your confirmation / promotions/ salary enhancements etc. may be linked to your having successfully cleared the required examinations / certifications &/or successfully undergone required studies.

9. **Age of Retirement:** Your age of retirement will be 58 years and you shall stand relieved on retirement at the end of the month in which you attain the age of 58 years.

10. **Whole Time and Attention:** During your employment with the Company you shall devote your best efforts for promoting the Company's (and of any other relevant Group Company, affiliate and/ or business associate of the Company) business and may not without prior written consent of the Company(and subject to any terms and conditions the Company may impose) engage or be interested (directly or indirectly) in any other business or employment.

11. **Leave:** In addition to public holidays observed by the Company, you shall be entitled to a paid annual leave for each calendar year in accordance with the existing leave policy, prorated from your date of joining. The Company is covered by the Maternity Benefit Act, 1961 and the eligible employees will be entitled to the benefits like maternity leave as per the amended provisions of the Maternity Benefit Act save and except those who are covered by ESI Act since they will be entitled to the benefits as per the applicable said Act.

12. **Confidentiality:** You shall not during the course or even after cessation of your employment with the Company or any time thereafter, use or disclose to any other Company, firm or person, any of the business or affairs of the Company, nor shall you without the consent of the Company, publish any book, booklet, brochure or any other publication, whether for remuneration or otherwise, relating to the affairs of the Company or to your work in the Company. You shall also not disclose to any public papers, journals, pamphlets or leaflets, or cause to be disclosed at any time, information or documents, official or otherwise relating to the Company or its subsidiaries, except with prior approval. Any breach of this clause would be viewed with severity by the Management and a strict action shall be taken by the Company.. You may also be also required to execute and sign a separate Maintenance or Non-Disclosure Agreement.

13. **Disclosure:** You (including on behalf of your family) shall disclose to the Company all your business interests and any material transaction(s) with the Company (and with any other relevant Group Company, affiliate and/ or any subsidiary of the Company), whether or not they are similar to or in conflict with the business(es) or activities of the Company (and with any other relevant Group Company, affiliate and/ or any subsidiary of the Company), and all circumstances in respect thereof and whether there is, or might be, a conflict of interest between the Company (and with any other relevant Group Company, affiliate and/ or any subsidiary of the Company) and you (and/or your

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family) during the period of your employment with the Company and for a period of 12 months after cessation of your employment.

14. Company Policies: You will be governed by the Company's policies, as applicable at your grade. The Company reserves the right to amend the policies from time to time. You are advised to keep yourself updated on these policies which are available online.

15. Return of Company Property: You shall promptly upon request by the Company and in any event upon the termination of your employment deliver to the Company all monies, securities, other properties belonging to the company, all lists of clients or customers, correspondence and all other documents, papers and records in whatever form including but not limited to electronically held data containing or referring to any trade secrets or confidential information concerning the business of the Company and any Group Company which may have been prepared by you or come into your possession, custody or control in the course of your employment including any prior employment with any Group Company. You shall not keep any copies of these items.

16. Monitoring Policy: As per Company Policy, telephone conversations of employees may be recorded and monitored for the purpose of creating record of transactions, and for compliance purposes. Any recordings will be stored securely, and will not be disclosed outside the group companies, except as required by law.

Further please note that the emails sent to you and by you may be monitored, from time to time, for the purposes of identifying any non-compliance with company policies, or applicable laws.

Any data of customers, partners, employee or company contact data is strictly prohibited for circulation to anyone outside the Company and also you should restrain the circulation of data even for internal purpose except to the concerned employees of the Company.

If such monitoring discloses any breaches of any law or company policies disciplinary action may follow, including termination from the employment.

During Employment or cessation of your employment you cannot share any such data of the company pertaining to its customers, partners, employees, sensitive information

17. Intellectual Property: Subject to any relevant legislation, if at any time in the course of your employment you make or discover or participate in the making or discovery of any letters patent, trade marks, service marks, designs, copyrights, inventions, drawings, computer programs, know- how and rights of like nature however arising and whether registered or unregistered ("intellectual property") relating to or capable of being used in the Company (and of any other relevant Group Company, affiliate and/ or business associate of the Company) you shall immediately disclose full details thereof to the Company and, at the request and expense of the Company, you shall do all things which may be necessary or desirable for obtaining appropriate forms of protection for such intellectual property in such parts of the world as may be specified by the Company and for vesting all rights in the same in the Company or its nominee.

All rights and obligations under this paragraph in respect of intellectual property made or discovered by you during your employment shall continue in full force and effect after the termination of your employment and shall be binding upon your personal representatives

The employee shall not disclose to anyone, directly or indirectly, except when the duties may

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require, during or subsequent to the term of employment, any trade secret or confidential information regarding Company's business. Trade Secrets and Confidential information for this purpose shall include, but not limited to, product information, process information, customer lists, employee details, company policies and procedures and financial information (including results, budgets and other financial plans and systems).

18. Notice Period: In case either the employer or the employee wishes to terminate the employment contract, a notice of 90 days should be served in writing by the party who wishes to terminate the contract to the other party. The Company depending on the business context and its sole discretion may allow you to pay the equivalent of the Total Fixed Cost (TFC) (*excluding gratuity and GMC if applicable)*amount in lieu of any period and / or adjust notice period against your leave balance subject to satisfactory handing over of the charges to your superior.

Notice period during probation would be 30 days or equivalent of the TFC (*excluding gratuity)* in lieu of notice.

19. Termination: 1. If any time during the course of your employment it is found that you have made a false or an incomplete declaration as regards to your qualifications/ experience and other details, your appointment will be treated void *ab initio* and you shall cease to be on the rolls of the company with immediate effect. In that case you shall not be entitled to any notice period or payment in lieuthereof.

2. If any time during the course of your employment it is found that you have:

a. committed any act of gross misconduct; or

b. committed any serious breach or repeated or continued a material breach of the terms of your employment; or

c. been guilty of conduct tending to bring yourself or the company into disrepute; or

d. been convicted of a criminal offence, other than a road traffic offence for which you are not sentenced to a term of imprisonment whether immediate or suspended; or

e. become bankrupt or made any arrangement or composition with or for the benefit of your creditors; or

f. cease to hold the qualifications necessary for you to carry out your work with the company; or

g. been found in an act of moral turpitude or having indulged in violations laws as applicable in general to the Company; or

h. been absent for a continuous period of 14 days (including absence when leave though applied for, is not granted or when you overstay period of sanctioned leave by 14 days); or

i. provided false, inaccurate or incomplete information to the company regarding your background and/or previous employment.

j. been found inefficient or lower performer as compared to other employees of your category.

In all such aforementioned cases you shall not be entitled to any notice period or payment in lieu thereof.

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20. **Performance Monitoring** :You are required to deliver performance up to the expected levels as per the targets entrusted to you by reporting officer from time to time. In case your performance is not found to be satisfactory, you will be put under an appropriate Performance Improvement Plan. In case your performance does not improve even after you are put on such plan, the Company will review the matter of continuance of your employment and take appropriate action, including but not limited totermination.

21. **Non Solicitation:** You shall not at any time during the term of your employment with the Company or thereafter for a period of six months after cessation of your employment, directly or indirectly solicit the Company's (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) personnel to leave the employment of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) or apply for employment with any third party or encourage such personnel of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) to take any action or inaction that may adversely impact the performance or reputation of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) of its obligations under this Letter of Appointment and / or any other contract or adversely impact the ability of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) to carry out its normal business activities.

22. **Others:** 1. It will be obligatory on your part to ensure compliance to the applicable statutes, regulations and requirements laid down by the Company, JV partners various regulatory and statutory bodies .

2. In the event of you being found acting in breach of your terms of appointment or indulged in an act of misconduct or an act that has brought disrepute to the organization, you shall render yourself liable for a disciplinary action as per the rules as applicable .

3. Clause headings do not form part or affect the interpretation of this letter of appointment.

23. **Joining Formalities:** As part of the joining formalities, you are requested to bring the following documents with you on the day of joining:

1. 3 Passport size photographs on red background (for branch offices red is not mandatory).

2. Copies of all years mark sheets of the highest qualification/Degree certificate

3. Copy of previous employer Salary Slip

4. Copy of Relieving Letter / Endorsed Resignation letter.

5. Copy of Address proof (any one) :-Ration Card/ Utility Bills/ Driving License/ Passport/ Affidavit

6. Copy of PAN Card

7. Copy of AADHAR Card

We take this opportunity to congratulate you on your selection and look forward to a long and mutually beneficial professional association.

For **Care Health Insurance Limited**
(formerly known as Religare Health Insurance Company Limited)

Rashi Ramani

Head - Human Resources

Accepted and agreed by **Devanshi Shivhare**

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Annexure: 1

	Per Annum	Per Month
BASIC	240000	20000
ALLOWANCES		
House Rent Allowance	120000	10000
Education Allowance	132324	11027
LTA Through Salary	42000	3500
MONTHLY GROSS *		**45688**
BENEFITS:CONTRIBUTION BY ORGANISATION		
Statutory Bonus	13932	1161
Provident Fund	28800	2400
Gratuity	11544	962
GMC	11400	950
TOTAL FIXED COST(TFC)	600000	
Annual Performance Pay	54000	0
Total Cost to Company (TCTC)	654000	0

*** The following amount will be deducted from your monthly gross as your contribution towards statutory benefits**
PF - 2400

Leave Travel Allowance or Medical Allowance (if applicable) will be paid as monthly components

Gratuity (if applicable) - As per Gratuity Act, payable only after completion of 5 continuous years of service in organization.

****Guaranteed Bonus**: You will be entitled for a onetime bonus of 60000 (all relevant taxes applicable) in April'25 in lieu of performance bonus for FY 24-25. This will be subject to your being in active services (non-resigned) with Care Health Insurance Limited at the time of payout(s). From year 25-26, you will be eligible to participate in the Company's Annual Incentive/Bonus Plan subject to the terms and conditions of such Plan and any amendments as may be made from time to time.

- **Deductions** The Company may during your employment, or on termination for whatever reason, deduct from your remuneration any monies due from you to the Company including but not limited to:
  - Any overpayment of salary or expenses or payment made to you by mistake or misrepresentation; and/or
  - Any outstanding loans or advances made to you by the Company; and/or Amounts equal
  - in sum to the amount of any secret/illegitimate profits that you make from the Company's business/interests; and/or
  - Any debt owed by you to the Company; and/or
  - Any other deductions permitted under applicable law including Tax.

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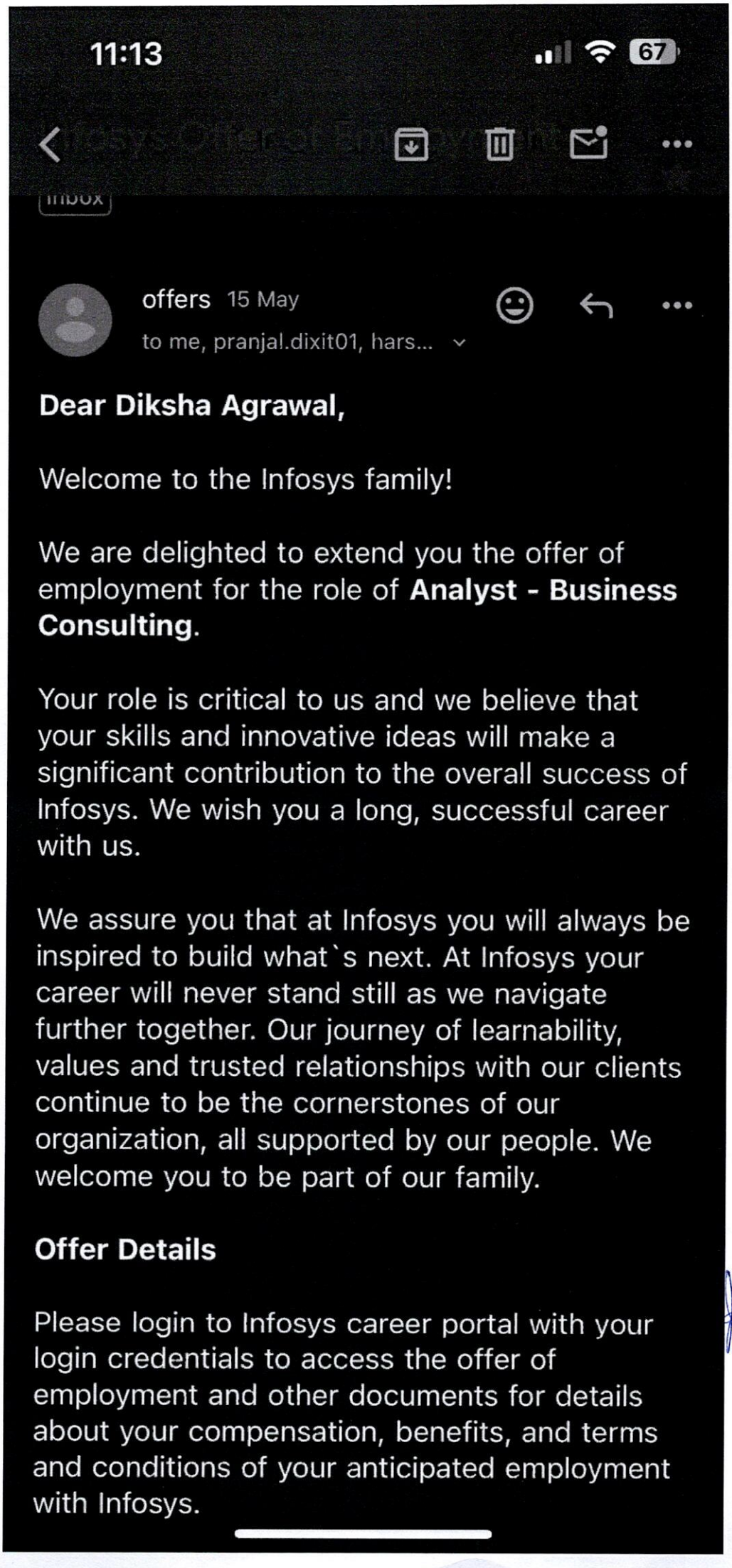

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Inbox

offers 15 May

to me, pranjal.dixit01, hars...

Dear Diksha Agrawal,

Welcome to the Infosys family!

We are delighted to extend you the offer of employment for the role of **Analyst - Business Consulting**.

Your role is critical to us and we believe that your skills and innovative ideas will make a significant contribution to the overall success of Infosys. We wish you a long, successful career with us.

We assure you that at Infosys you will always be inspired to build what`s next. At Infosys your career will never stand still as we navigate further together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization, all supported by our people. We welcome you to be part of our family.

Offer Details

Please login to Infosys career portal with your login credentials to access the offer of employment and other documents for details about your compensation, benefits, and terms and conditions of your anticipated employment with Infosys.

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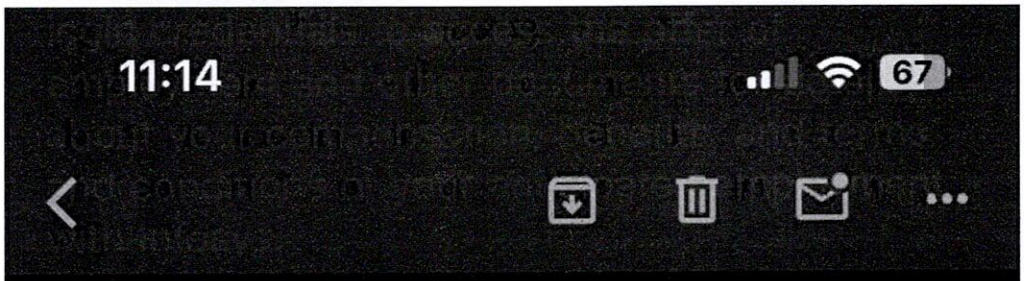

https://career.infosys.com/jobs/myapplication
This offer shall remain valid for a period of 7 (seven) calendar days from the date of the offer letter.

This offer shall be deemed to have been rejected by you, in the event : (i) you fail to communicate your acceptance to the offer within 7 (seven) calendar days from the date of the offer letter where you have not been granted any extension of time by Infosys to communicate your acceptance; or (ii) you notify Infosys in writing that you are rejecting the offer.

Steps to accept the offer letter

1. Login to Career site using the credentials provided on the mail
2. Click on the my application tab which is displayed on the top of the home page
3. Check the job for which offer is proposed
4. Below the status card there will be an button to Accept/reject offer
5. Click on the "Accept" button to Accept the offer

Steps to verify digitally signed offer letter
You will be able to download the offer letter post joining Infosys and below are the steps to verify digital signature.:

1. Right click on the digital signature.
2. Choose **Show Signature properties > Validate Signature > Show Signature Certificate.**
3. Go to **Trust > Add to Trusted Certificates >**

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4. Below the status card there will be an button to Accept/reject offer
5. Click on the "Accept" button to Accept the offer

Steps to verify digitally signed offer letter
You will be able to download the offer letter post joining Infosys and below are the steps to verify digital signature.:

1. Right click on the digital signature.
2. Choose **Show Signature properties > Validate Signature > Show Signature Certificate.**
3. Go to **Trust > Add to Trusted Certificates > Validate Signature > Close.**
4. A valid tick mark appears next to the digital signature.

You may contact Pranjal Dixit(pranjal.dixit01@infosys.com) for any information you need.

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

Your feedback is important to us. Share your experience of the interview process using the Infosys Glassdoor and/or Indeed company page. Your review will inspire millions of professionals build their career at Infosys and move forward. Be the voice that matters.

Best regards,
Human Resource Development
Infosys Limited

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Near Sanganer Airport, Jaipur-302029

Anita Thapa

From: *N Satheeshkanna*
Sent: *25 September 2023 10:33*
To: *Anita Thapa*
Subject: *FW: INFOSYS :: IIHMR | Offers | Final Placements | 2023-24*

From: Raveena . <raveena02@infosys.com>
Sent: Friday, September 22, 2023 5:38 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: N Satheeshkanna <satheeshkanna@iihmr.edu.in>; Harshita <harshita09@infosys.com>; Pranjal Dixit <pranjal.dixit01@infosys.com>
Subject: INFOSYS :: IIHMR | Offers | Final Placements | 2023-24

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Vinod,

The offer details for the selected candidates are given below. Please extend our congratulations to the offered candidates. We look forward to onboarding them soon at Infosys!

S. No.	Candidate Name	Status (Offer/Hold)	Unit	Job Role	CTC (in LPA)
1	Shubham Soni	Offer	LS	Analyst - Business Consulting	8.5
2	Preeti Misal	Offer	LS	Analyst - Business Consulting	8.5
3	Nitisha Nitin Patel	Offer	LS	Analyst - Business Consulting	8.5
4	Diksha Agrawal	Offer	LS	Analyst - Business Consulting	8.5
5	Priyanshu Mehta	Offer	LS	Analyst - Business Consulting	8.5
6	Shriyani Roy	Offer	LS	Analyst - Business Consulting	8.5

Please note:

- These offers are extended subject to the information provided by candidates on their application forms on the day of the selection process. Any intentional or unintentional falsification of this information, if identified at a later stage, may lead to offer cancellation.
- Selected candidates should have no location constraints.
- Please advise all candidates to maintain their final CGPA/percentage marks at par with (or higher than) their CGPA on the day of the selection process, as mentioned in their application forms.
- Work experience for candidates has been considered based on the below factors only, in case at a later stage if any discrepancy is found in the BGV, the same will impact the CTC for the candidates.

All of these 3 things are mandatory for the work experience to be valid:

- Salary must be getting credited in a bank account every month
- Form 16 for the period should be available
- PF account should be there

In response to this mail, request you to share an explicit consent of offer acceptance by all offered candidates with an understanding that these candidates will no longer be a part of any other placement process at your institute.

Would like to sincerely thank you for all the warmth & support extended to us in conducting the event smoothly. We look forward to a long and enduring relationship with your institute.

Regards,
Raveena Khanna

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Deloitte.

Deloitte Consulting India Private Limited
Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India

Tel: +91 040 67621000
www.deloitte.com

Jun 28, 2024

Ms. Divya Maheshwari
H-15,Indian Oil Officers Colony, Jwalapur, Harilok Colony,
Haridwar, 249407
India

Subject: Offer of Employment

Dear Divya Maheshwari:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Hyderabad**.

We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **July 29, 2024**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 600,000/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10**% of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs./₹ 100,000/-** subject to your reporting for full-time employment on **July 29, 2024**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **12 months** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") requires their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in **Annexure B**.

Your compensation details are confidential, and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like you to join the Employer on **July 29, 2024**, or an alternative mutually agreed upon date.

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

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In compliance with applicable laws, Deloitte India (Offices of the US) provides its professionals with home pick-up and drop transport services within **pre-defined** boundary if their shift timings are between 8:30 p.m. - 6:00 a.m. in Hyderabad, 9:00 p.m. - 6:00 a.m. in Mumbai, Pune; 7:00 p.m. – 6:00 a.m. in Gurugram, 8:00 p.m. - 6:00 a.m. in Bengaluru, Chennai, and Kolkata.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Divya Maheshwari, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited
Best regards,

DocuSigned by:
Pooja Madnani
7CC3FB26DD784F3...

By: _____
Signature

Authorized Signatory

Acceptance

I, **Divya Maheshwari**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:
Divya Maheshwari
CDC92404E3994BE...

_____ Jun 28, 2024
Signature Date

DELOITTE

Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10
Sealed Time: 2024.06.28 15:50:12 -07:00

Reg. User
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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Annexure A

Ms. Divya Maheshwari **Analyst**

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	**17,500**	**210,000**
House Rent Allowance (HRA)	**8,750**	**105,000**
Special Allowance[1a & 1b]	**11,867**	**142,404**
Leave Travel Allowance[2]	**1,750**	**21,000**
Differential Allowance	**5,833**	**69,996**
Meal Card[3]	**2,200**	**26,400**
Employer's contribution to PF	**2,100**	**25,200**
Total Salary (in Rs.)	**50,000**	**600,000**
Variable Bonus*	You are eligible for a performance linked variable bonus. It will be paid out at the end of the fiscal year, as applicable and on the basis of your individual performance and performance of the business	
Medical Insurance Premium[4]	**3,014**	**36,167**

*The Variable Bonus will vary, primarily based on your individual performance and the performance of the business, during the Employer's fiscal year which is June through May. Your performance will be formally assessed as a part of the Employer Performance Review Cycle Process. At your level, the variable bonus opportunity could range from **0-10**% of your Total Salary. The actual paid amount will vary depending upon the business and individual performance and in some circumstances, could exceed the payout range indicated. The performance of all the employees who have joined the Employer prior to March 1st will be assessed for the fiscal year ending in May. The disbursement of a Variable Bonus, if applicable, is subject to you being active on the rolls of the Employer, during the Annual Incentive Program payout cycle for the fiscal year. For employees joining during the period March 1st to May 30th, a prorated Variable Bonus, if applicable, will be based on the first year-end review ratings in the subsequent year and paid during the Annual Incentive Program payout cycle of that year. The Variable Bonus will not be paid in the event of termination of employment for any reason on or before the disbursement time. The application and interpretation of, and any determinations related to, the Variable Bonus is at the sole discretion of Employer. Employer may amend or terminate the Variable Bonus at any time.

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....

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Annexure A

[1]All employees may claim tax exemption, subject to tax rules from time to time, from their Special Allowance component, expenses incurred towards communication and Driver / Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a]*Communication Expenses*	[1b]*Fuel Expenses*
Employee Level - Analyst	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Driver / Insurance / Repairs & Maintenance*
	Rs./₹ 3,000/- per month	**Rs./₹ 7,500/-** per month

[1a] The internet/telephone/mobile bills should be in the Employee's name.

[1b] For claiming vehicle running expenses (Driver / Fuel / Repairs & Maintenance expenses) the vehicle has to be in the name of the Employee and the current tax rules are as under. The above limits will be applicable for all those who are on company car lease program and the below limits will apply for all those who are on self-owned car. In case of company leased car, taxability would be as per the current perquisite valuation rules.

Nature of Expenses	Own Vehicle –Maximum Tax exemption limit per month		
	4 Wheelers (Engine Capacity)		
	<= 1600 cc	> 1600 cc	Two Wheelers
Fuel & Maintenance	Rs. 1,800	Rs. 2,400	Rs. 900
Driver's Salary	Rs. 900	Rs. 900	Not applicable

All employees at and above **Senior Staff** are eligible for the company car lease program. If you choose to avail of this benefit, the amount towards lease rental will be paid by the firm on your behalf to the leasing company and your compensation structure will be adjusted accordingly. A revised letter with the new compensation structure will be issued that will supersede this letter for all practical purposes.

[2] The Leave Travel Allowance (LTA) will be paid on a monthly basis as an allowance with tax deducted at source. If you choose to avail the tax benefit on LTA, you should submit proof of expenses incurred by you for Self and / your immediate dependents. The taxability or otherwise of LTA will be as per the Income Tax Act 1961, details of which will form part of the LTA Form.

[3] Meal Card amount will be credited at the start of each month and for the first month (For New Hires) prorated amount will be processed as part of payroll. If not collected, it will be processed as a taxable amount with the salary.

[4] Annual Floating Medical Insurance Coverage for self and **6 dependents** is being paid by the Employer on your behalf. The premium amount is subject to change every year post renewal of insurance policy. In case you opt for an enhancement of the coverage limit, the additional premium will be adjusted accordingly from the special allowance.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

You may also be eligible to either a One-time Stipend or a temporary lodging basis joining the registered office location, you will receive a survey from Deloitte prior to your joining.

You may select the best option for availing the relocation assistance. If an employee who has availed this reimbursement decides to quit within 18 months from the date of relocation claim for whatever reason, the relocation reimbursement paid to the employee will be recovered in full, from the employee's full and final settlement.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

Original bills towards the above components should be submitted during the Income Tax fiscal period evidencing the expenditure to get Income Tax exemption, failing which the same will attract applicable Income Tax.

Submission of false, tampered or altered bills as proof of expense for any of the above components will result in disciplinary action including termination of employment.

Your compensation above is subject to income tax deduction per rules and guidelines prescribed under the prevailing tax laws. This may change from time to time in line with the amendments done in tax laws.

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Deloitte.

Divya Maheshwari **Hyderabad**

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement ("Employment Agreement")

In consideration of my employment by **Deloitte Consulting India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office **Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India** (the "Employer") as **Analyst** and other valuable consideration, I acknowledge and agree that:

PRELIMINARY MATTERS

1. Defined Terms. The italicized terms in this agreement (the "Employment Agreement") are defined in **Exhibit A** hereto.

2. *Pre-existing Agreements or Arrangements.* I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Agreements or Arrangements*. The Employer expects me to abide by all restrictions or obligations that are contained in such Pre-existing Agreements or Arrangements and to avoid involvement, while employed by the Employer, in any matter that could pose a conflict as a result of confidential information or intellectual property obtained by me prior to my *Employment*. I further represent that none of these restrictions or obligations, including those set forth in any non-compete agreements with prior employers, is inconsistent with my acceptance of the Employer's offer of *Employment* or my becoming, and serving as, **Analyst** of the Employer. To the extent applicable and if I am joining the Employer after having served as an employee or official of the United States Government, I further represent that: (1) I have disclosed my prior participation, if any, in any discussions or negotiations with, or decisions to award contracts to, the Deloitte U.S. Firms while I was employed by the United States Government; and (2) I had either recused myself or had not played an active role in the applicable United States Government agency's decision to award any contracts to the Deloitte U.S. Firms while I was employed by the United States Government.

PROTECTION OF OUR BUSINESS

3. Reporting of *Proceedings.* Except as provided by law and except as I have disclosed in writing on **Exhibit C** to this Agreement, I represent and warrant that I have no *Proceedings* to report. Should I become a subject of any *Proceedings* during my association with the Employer, I agree to immediately report, in writing, all relevant facts to the Chief Talent Officer of Deloitte LLP, the Regional Talent Director of the Employer, and the Chief Ethics and Compliance Officer of Deloitte LLP. I understand that my responses are subject to audit and review by the Employer and others in accordance with applicable professional, ethical, legal, or Employer requirements, rules, regulations, policies, or practices, or other requests.

4. Confidentiality. I acknowledge that, by virtue of my *Employment*, I will acquire and be exposed to, have access to, make use of and/or create *Confidential Information*. Therefore, I agree to hold in trust and confidence all such *Confidential Information*. I will neither disclose any such *Confidential Information* to anyone outside a *Deloitte Entity* without the prior written approval of an *Authorized Signatory*, except as required by my authorized duties for the Employer, nor use any such *Confidential Information* for any purpose other than for the benefit of a *Deloitte Entity*.

5. Third Party Information and Property. I agree that during my *Employment*, I shall not use or disclose any confidential information or intellectual property of any former employer or other person or entity without the prior written authorization of such employer, person or entity and the prior written consent of an *Authorized Signatory*. If I were to use or disclose any such Confidential Information or Intellectual Property without prior consent, and any of the *Deloitte Entities* become the subject of any claim from a third party regarding such unauthorized use or disclosure, I agree to hold harmless and indemnify the *Deloitte Entities* for any legal defense costs and/or damages related to any such claim.

6. Authorization. Only employees of the Employer holding a senior or managerial position with the Employer will be authorized by a specific authorization, delegation, or power of attorney to sign legal documents, representing the Employer. Similarly, only such authorized employees of the Employer may speak about the Employer, the business and plans, various client-related projects etc.

7. Competing Activities and Conflict of Interest. During the period of my *Employment* I will not, directly or indirectly, participate in or in any way render services or assistance to any business that is or may be competitive with a *Deloitte Entity*, whether or not for compensation, or engage in any conduct which might result in, or create the appearance of using my position for private gain or other than for the benefit of a *Deloitte Entity*, or otherwise create a conflict, or the appearance of a conflict, of interest with a *Deloitte Entity*. Such conduct shall include, but not be limited to, having an undisclosed financial interest in any vendor or supplier of a *Deloitte Entity*, accepting payments of any kind or gifts other than of a nominal value from vendors, clients or suppliers, or having an undisclosed relationship with a family member or other individual who is employed or associated with any entity in active or potential competition with a *Deloitte Entity*, and which creates a conflict of interest. I

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represent and warrant that I am not currently aware of any present or past violation of this provision.

8. *Authorization to Access Systems and Electronic Communications and use of Deloitte Property.* I understand that while employed with a *Deloitte Entity*, I will use and have access to the Systems. I also acknowledge that a*Deloitte Entity* has the right at any time to access, retrieve, delete, monitor, examine, use and/or disclose my Electronic Communications and information from (or about) me and the content, without notice to me, and that such *Electronic Communications* are considered part of a *Deloitte Entity's* business and client records and are not to be considered private or personal to me or any other *Personnel*. I further acknowledge that this right extends to*Electronic Communications* transmitted for either a business or personal purpose.

I agree that I am authorized to access the *Systems* only for approved business purposes and occasional personal use if such use does not interfere with my work responsibilities and other required business activities, business operations, or *Systems* performance. However, I also acknowledge that such occasional personal use does not create an expectation of privacy as to any of my personal *Electronic Communications* and, as such, are *Deloitte Property*.

I further acknowledge that I am not authorized to use the*Systems* for personal gain or any illegal or unethical use. I agree that under no circumstances am I authorized to access any of the *Systems* for the purpose of obtaining *Deloitte Property* for a competitor of a *Deloitte Entity*, transmitting *Deloitte Property* to me (e.g., emailing *Confidential Information* to my personal email address) or to a third party for purposes other than furthering the business objectives of a *Deloitte Entity*. I am not authorized to download a *Deloitte Entity's Confidential Information* or other *Deloitte Property* to removable media such as a CD Rom, disk or thumb drive other than as authorized for furthering the business objectives of a *Deloitte Entity*.

I will be responsible for the safe keeping and return in good condition and order of all the*Deloitte Property* that may be in my use, custody, care or charge. For the loss of any *Deloitte Property* in my possession or custody or for which I have been assigned responsibility, the Employer will have a right to assess on its own basis and recover from me, the damages in respect of such materials (out of the amounts due to me or otherwise) and to take such other legal action as it deems appropriate including termination of my employment without notice or payment in lieu thereof in the event of my failure to account for such material or property to its satisfaction.

9. *Security.* I am provided with a worktable and lockable storage space. I will ensure they are locked when unattended and understand that a duplicate key will only be provided if I sign for it. I am required to display my identity card to the appropriate security personnel on demand and at all times within the office premises.

10. Ownership of *Works*.

a. I agree that the Employer owns all rights, title and interest in and to all *Works*.

b. I agree that all *Works* are deemed works made for hire under India copyright or applicable laws or equivalent laws of any applicable foreign jurisdiction, and all *Intellectual Property Rights* therein vest automatically in the Employer upon creation of the *Works*. I agree that, to the extent any *Work* is held not to be a work made for hire, I hereby irrevocably assign all *Intellectual Property Rights* in the *Work* to the Employer. Notwithstanding anything contained in Section 19(4) of the Indian Copyright Act, 1957, I agree that such assignment shall continue to be in force for perpetuity irrespective of whether or not the Employer exercises its rights as the assignee for any period of time.

c. I will at all times, even after termination of my *Employment*, do whatever the Employer reasonably requests of me, at the Employer's expense, to document the assignment of any *Works* to the Employer or to assist the Employer in pursuing, renewing, extending or assigning any *Intellectual Property Rights*, and otherwise perfecting, protecting and enforcing said *Intellectual Property Rights* in, any *Works*. I agree that, as between me and the Employer, the Employer shall be the sole author, inventor, and owner of all such *Works* and *Intellectual Property Rights* therein throughout the world, and that the Employer shall have the sole right to seek copyright registrations, patents or trademark registrations, including all extensions and renewals thereof. I also hereby agree that I waive all moral rights in any *Works*.

I also agree to assign all my right, title and interest in and to any particular*Works* to a third party as directed by the Employer.

In the event the Employer is unable for any reason, after reasonable effort, to secure my signature on any document needed in connection with the actions specified in the preceding paragraphs, I hereby irrevocably designate and appoint the Employer and its duly authorized officers and agents as my agent and attorney in fact, which appointment is coupled with an interest, to act for and in my behalf to execute, verify and file any such documents and to do all other lawfully permitted acts to further the purposes of the preceding paragraphs with the same legal force and effect as if executed by me. I hereby waive any and all claims, of any nature whatsoever, which I now or may hereafter have for infringement of any *Works* assigned hereunder to the Employer.

d. During a 12 month period after termination of my *Employment*, I agree that any *Intellectual Property* I create or conceive that results from and is related to any work assigned to or performed by me for the Employer, or that was created using *Deloitte Property*, is a *Work* that is subject to Paragraph 10 (b) above. For purposes of clarification, the foregoing provision is in addition to, and not in limitation of, any rights and remedies the Employer may have under the applicable laws protecting *Intellectual Property* of the *Deloitte Entities*.

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e. I agree to keep and maintain adequate and current records (in the form of notes, sketches, drawings and in any other form that may be required by the Employer) of all *Works* developed by me during the period of my employment with the Employer, which records shall be available to and remain the sole property of the Employer at all times.

11. *Pre-existing Creations*; *Personal Creations*. My obligations in Paragraph 10 do not apply to *Pre-existing Creations* and *Personal Creations*. I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Creations*. I acknowledge and agree that I will not assert any ownership rights against the *Deloitte Entities*, or their respective clients, with respect to any *Pre-existing Creations* unless they appear on **Exhibit B,** and **Exhibit B** has been accepted and agreed to by an *Authorized Signatory* who has signed at the bottom of such **Exhibit B**. I further agree that I shall not use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment* without the prior written consent of an *Authorized Signatory*. To the extent that I use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment*, I agree that, except as otherwise provided in a written agreement executed by me and the Employer, I hereby grant to the Employer an irrevocable, royalty free, perpetual, fully paid up, transferable, sub-licensable license to use, reproduce, distribute, display, perform, modify and create derivative works of and otherwise exploit such *Pre-existing Creations* or *Personal Creations* for any purpose including, but not limited to, client engagements.

12. Post- *Employment* Restrictions re: Clients. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or serving of certain clients related to my work for a *Deloitte Entity* would necessarily involve the unauthorized use or disclosure of *Confidential Information*, and the proprietary relationships and goodwill of the *Deloitte Entities*, and, in the case of my serving of certain clients, could compromise the full compliance of the Employer or another *Deloitte Entity* with the applicable laws, rules and regulations of a U.S. or India regulatory body or other independence-related requirement of a regulatory body. Accordingly, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post- *Employment* Restrictions re: Clients. I understand that the obligations of Paragraph 12 will not apply for a period of three (3**)** years after my start date or the date of my promotion or transfer to clients of a *Deloitte Entity* and/or certain specified kinds of services rendered to such clients that meet all of the following criteria: (a) are personal clients of mine who came to a *Deloitte Entity* solely to avail themselves of certain specified kinds of services rendered by me and only as a result of my own independent recruitment efforts, which a *Deloitte Entity* neither subsidized nor otherwise financially supported as part of a program of client development, (b) are listed on **Exhibit D** expressly by name with respect to client and with sufficient specificity with respect to the kinds of service(s) that I will be permitted to render, and (c) are accepted and agreed to as to their listing on **Exhibit D** by an *Authorized Signatory* who has signed at the bottom of such Exhibit. I agree that after a period of three (3) years from my start date or the date of my promotion or transfer the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on **Exhibit D** to support the application of the obligations of Paragraph 12 to those clients.

14. Future Employment with Clients. Except as otherwise provided herein, I understand that I am not prohibited from accepting employment with a client (or an affiliate of such client) of a *Deloitte Entity*. Before entering into substantive discussions with an *Attest Client* regarding any employment opportunity, I acknowledge and agree that during my *Employment* and for five years thereafter I must first notify *Independence* and obtain prior written approval from *Independence*. I acknowledge and understand that it is the intent of the Employer to interpret and apply this provision (a) in an effort to ensure the full compliance of the *Deloitte Entities* with applicable U.S. and India laws, rules, and regulations; (b) to serve the public interest; and (c) to protect the legitimate interests of the *Deloitte Entities* or their respective *Attest Clients* under applicable U.S. or India laws, rules and regulations in a manner that is no greater than is reasonably necessary to protect such interests and without being unduly harsh and oppressive to me and my interests in future employment with an *Attest Client*. Further, I acknowledge and agree that because of, among other things, the importance of the *Deloitte Entities* remaining in compliance with applicable independence rules, such approval may be withheld by *Independence* in the event that my employment with an *Attest Client* would, in the view of Deloitte LLP, be inconsistent with applicable laws, rules and regulations or jeopardize the independence of a *Deloitte Entity* with respect to such *Attest Client*.

15. Restrictions re: *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or of any of its *Personnel* or contractors of the *Deloitte Entities*, or my participation in their hiring, admission or retention, would necessarily involve the unauthorized use or disclosure of *Confidential Information* or the proprietary relationships and goodwill of the *Deloitte Entities*. Accordingly, during my *Employment* and for one year thereafter, I will not, directly or indirectly, (a) solicit or attempt to solicit, or participate in the solicitation of or any attempt to solicit any *Personnel* to leave a *Deloitte Entity*, or to join any firm or business with which I may be or become affiliated;(b) participate in the hiring or admission of any *Personnel*; or (c) cause a contractor of a *Deloitte Entity* to cease providing services to, with, or on behalf of the *Deloitte Entity*.

16. Post- *Employment* Restrictions re: *Deloitte Property*. Upon termination of my *Employment*: (a) I will not use or disclose *Deloitte Property*, including, but not limited to, *Confidential Information* and *Works*, for any purpose; (b) I will not retain or take with me any *Deloitte Property*; (c) I will immediately deliver to a *Deloitte Entity* at any location that it designates, at my expense, within one business day after the termination of my *Employment* or on an alternate date designated by a *Deloitte Entity*, any *Deloitte Property* that I may then or thereafter hold or control; and (d)I agree to allow a *Deloitte Entity* to inspect

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any of my personal or home computers, including smart phones, tablet computers, or any device, media or location capable of storing electronic data, to determine whether any *Deloitte Property* resides on such computers and to permit a Deloitte Entity to remove such *Deloitte Property*.

OTHER POST- *EMPLOYMENT* OBLIGATIONS

17. Transition of Work and Cooperation. Upon termination of my *Employment* for any reason, I will cooperate with a *Deloitte Entity* in all matters relating to the completion of pending work and its orderly transfer. I will also cooperate fully with a *Deloitte Entity* in connection with any threat of or actual legal proceeding against a *Deloitte Entity* or any client, customer or licenser of a *Deloitte Entity* arising out of any matter with or of which I had contact or knowledge during my *Employment*.

18. Notification of Post- *Employment* Obligations. I agree that prior to accepting employment or affiliation with another firm or business I will advise such firm or business of my duties and obligations under this Employment Agreement. After my *Employment* ends, I agree that a *Deloitte Entity* shall be permitted to advise any firm or business with which I have accepted an offer of employment or affiliation concerning my duties and obligations under this Employment Agreement.

19. Certification. I agree that during or after my *Employment* I will, if requested, provide written certification in such form as the Employer may require that I have complied with my obligations hereunder, including, without limitation, those obligations set forth in Paragraphs 4, 5, 7, 8, 9, 10, 11, 12, 14, 15 and 16 of this Agreement.

OUR ENFORCEMENT RIGHTS AND REMEDIES IN THE EVENT OF A BREACH

20. Equitable Relief and Attorney's Fees. I acknowledge and agree that a breach of this Employment Agreement, including, but not limited to, a breach of my duties and obligations under the terms and conditions of Paragraphs 4, 5, 7, 8, 9, 10, 12, 14, 15 or 16 would cause irreparable harm to the *Deloitte Entities* and that, in addition to other remedies, the Employer on behalf of itself or another *Deloitte Entity* is entitled to a temporary restraining order, an injunction or other equitable relief to prevent any such breach. I also acknowledge that, to the extent permitted by law, a *Deloitte Entity* will be entitled to the payment of the *Deloitte Entities'* reasonable costs and attorney's fees incurred in enforcing this Employment Agreement. I also acknowledge that, to the extent permitted by law, the Employer may request that a court extend the one year period following the termination of my *Employment*, as provided in Paragraphs 12 and 15, to correspond with the period that I participated in activities prohibited by Paragraphs 12 and 15.

21. Liquidated Damages: Client Fees. I agree that in the event of a breach under Paragraph 12, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtima, bonuses, and sales incentives, received by any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, I agree that in the event of a breach under Paragraph 15, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtime, bonuses, and sales incentives, received by or owed to any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.

23. Right of Inspection. I agree to permit the Employer (or to use my best efforts to enable the Employer) to inspect my books and records (and the books and records of any entity which employs or is associated or affiliated with me), upon request and at reasonable times, to enable the Employer to confirm the calculations described above and to verify compliance with Paragraphs 12 and 15. The Employer shall keep confidential any proprietary information obtained, except as may be necessary or desirable to enable the Employer to enforce its rights under this Employment Agreement and except as may be required by any statute, court or administrative order to decree or government ruling or regulation.

MISCELLANEOUS

24. Governing Law; Choice of Forum. This Employment Agreement is deemed to have been executed in the Employer's office in **Hyderabad, Telangana, India** and will be construed and governed in accordance with the laws of the Republic of India without regard to its conflicts-of-law principles. You agree to submit to jurisdiction before any court of record in which the Employer's office to which you were assigned is located, or in which a breach of this Employment Agreement may occur, at the election of the Employer, and you waive any right to raise questions of personal jurisdiction or venue in any action the Employer may bring against you in any such court. You further agree to accept service of process/summons/legal notice from the Employer when that process/summons/legal notice is either sent to your last known address by certified mail or served by any other means permitted under the law of the jurisdiction in which the Employer may bring an action against you.

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25. Modifications. My obligations hereunder may not be changed or modified, released, discharged, abandoned or terminated, in whole or in part, except by an instrument in writing signed by an *Authorized Signatory*.

26. Severability. Every provision of this Employment Agreement is intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such term or provision will be enforced to the maximum extent permitted by law and, in any event, such illegality or invalidity shall not affect the validity of the remainder of the Employment Agreement.

27. Blue-Penciling. If any court determines that any provision of this Employment Agreement, or any part hereof, or the application of any such provision, or any part hereof, to any person or circumstance is unenforceable or void, such court shall have the power to modify such provision, or any part hereof, to the extent necessary to render it legal and enforceable while preserving its intent, or if such modification is not possible, by substituting therefore another provision that is legal and enforceable and that achieves the same objective.

28. Waiver. None of my obligations under this Employment Agreement shall be deemed to have been waived by the Employer except if the giving of such waiver is contained in a written notice given to me and no such waiver shall be deemed to be a waiver of any other or further obligation I have under this Employment Agreement.

29. Entire Agreement. This Employment Agreement, the Employer's employment application, the Terms and Conditions of Service issued pursuant to the offer of employment and any documentation employing me or transferring me to the Employer, contain the entire understanding between me and the Employer or any other *Deloitte Entity* with respect to the subject matter hereof and supersedes all prior representations, warranties, and agreements with respect to such subject matter, and no representations, warranties or other covenants exist with respect to such subject matter that are not contained or expressly referred to herein. Notwithstanding the foregoing, any written agreement between a *Deloitte Entity* and me with respect to the subject matter hereof that was signed by me prior to the effective date of this Employment Agreement shall remain valid and enforceable according to the terms of such agreement with respect to all acts and omissions occurring prior to the effective date of this Employment Agreement. In the event of a conflict between this Employment Agreement and the employment application or any other document purporting to set forth terms and conditions of my *Employment*, this Employment Agreement will control.

30. Transfer and Assignment. Unless as the Employer shall otherwise determine, the rights, obligations and benefits of the Employer under this Employment Agreement, including but not limited to those rights and benefits relating to my post-Employment obligations set forth in this Paragraph 30 and in Paragraphs 4, 5, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19 and 23 above, are transferred and assigned, in whole or in part (as the Employer shall determine) and without the need for my consent or the formality of documentation or prescribed processes, to (a) any *Deloitte Entity* in connection with my transfer to that *Deloitte Entity* or (b) any entity that acquires all or a part of the assets or business of the Employer. All provisions of this Employment Agreement shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, representatives, successors, and assigns of the Employer and me, and any *Deloitte Entity* to which I may be transferred during my *Employment*, provided, however, none of my duties or obligations under this Employment Agreement may be assigned or transferred by me to any other person or entity without the Employer's prior written approval of such assignment or transfer. Any purported assignments in violation of this Paragraph 30 shall be null and void.

31. Headings. The headings contained in this Employment Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Employment Agreement.

I have read the foregoing, understand it, and agree to comply with its terms.

DocuSigned by:
For Deloitte Consulting India Private Limited
Pooja Madnani
7CC3FB26DD784F3...
Pooja Madnani
Talent

Authorized Signatory

Effective as of **July 29, 2024**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

DocuSigned by:
Divya Maheshwari
CDC92404E3994BE...

Signature

Divya Maheshwari
Name

Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10
Sealed Time: 2024.06.28 15:50:12 -07:00

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EXHIBIT A

The definitions below apply to the italicized terms that appear in the Employment Agreement (including the exhibits):

Attest Client – attest client (or an affiliate of such client) of Deloitte & Touche LLP or a *Deloitte Entity*.

Authorized Signatory – a director, officer or other person who is authorized to sign on behalf of a *Deloitte Entity*.

Confidential Information – any information not generally known to the public, in any *Form*, that (1) relates to the operation of a *Deloitte Entity* or provides the *Deloitte Entities* with a competitive advantage, (2) consists of Personally Identifiable Information *(PII)* or other personal information about *Personnel*, client and other third party personnel, independent contractors, subcontractors, agents, vendors, suppliers or others which the Employer or another *Deloitte Entity* receives in the course of business, and (3) all other information entrusted to the Employer or another *Deloitte Entity* by clients and other third parties. *Confidential Information* includes, but is not limited to, *Intellectual Property*, supplier information, designs, business or marketing plans, forecasts and financial information, tax returns, tax identification numbers, agreements, client or prospective client lists, specific information about clients or prospective clients such as preferences for specific products and services, client or prospective client needs based on financial history and past purchases of services, client or prospective client development plans, specific rates charged to a client or offered to a prospective client and other business or client records. *Confidential Information* also includes, but is not limited to, debit or credit card information, employment applications, organization charts, performance ratings and other personnel records.

Deloitte Entity – the Employer, Deloitte LLP, and any corporation, company, partnership, limited liability company or other entity (a) that (i) is owned, directly or indirectly, in whole or in part, by Deloitte LLP (the "Deloitte U.S. Firms"), including but not limited to Deloitte LLP subsidiaries in India, the Deloitte Touche Tohmatsu verein, Deloitte Global Services Limited, Deloitte Global Services Holdings Limited, Deloitte Touche Tohmatsu Limited ("DTTL") or any member firm of DTTL or affiliate thereof (collectively, the "DTTL Member Firms") or (ii) controls, is controlled by or is under common control with any of the entities listed in clause (i); or (b) in which any *Personnel* participated on its behalf, or carried out any duties with respect to its affairs. For purposes of this Employment Agreement, the term "control" (including the terms "controlled by" and "under common control with") means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a person or entity, whether through the ownership of voting securities, by contract, or otherwise.

Deloitte Property – *Confidential Information, Systems*, equipment, debit and credit cards issued in connection with my *Employment*, furniture, facilities and any and all other materials owned, licensed or leased by a *Deloitte Entity*, including, without limitation, computerized or electronic information and all copies thereof in any form or media, created by, furnished to, obtained by or prepared by me in the course of my employment in any capacity.

Deloitte India (Offices of the US) - The following companies shall be deemed to be the affiliates of each other and are collectively referred to as Deloitte India (Offices of the US): (i) Deloitte Consulting India Private Limited (ii) Deloitte Tax Services India Private Limited (iii) Deloitte Support Services India Private Limited (iv) Deloitte Financial Advisory Services India Private Limited and (v) Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited.

Electronic Communications – all text, audio, video, images, information, data, files and attachments created, displayed, sent, received, posted, accessed or stored, whether deleted or not, by means of the *Systems*.

Employment – the nature of my relationship with the Employer or a *Deloitte Entity* pursuant to this Employment Agreement. Alternatively, and depending on context, *Employment* is the period of time during which this relationship persists.

Form - paper, computer disc, USB drive, website; any other tangible or electronic medium by which information may be stored or accessed; and human memory.

Independence – National Office (Independence) of Deloitte LLP.

Intellectual Property - works of authorship (including, without limitation, books, articles, data compilations, software and other copyrightable materials), materials, patents, inventions, designs, techniques, methodologies, processes, discoveries, know-how, ideas, trade secrets, moral rights, trademarks and other indicia of origin together with the goodwill therein, and all patent applications, copyright and trademark applications and registrations, and extensions and renewals thereof, throughout the world.

Intellectual Property Rights – all rights, title and interest in Intellectual Property.

PCAOB – the United States Public Company Accounting Oversight Board.

Personal Creations – *Intellectual Property* that meet all of the following criteria: (1) it is conceived, developed, and created by me on my own time without using *Deloitte Property* or *Personnel* (during work hours), facilities, *Confidential Information* or *Works* of a *Deloitte Entity*, (2) it is unrelated to the actual or reasonably anticipated business or research and development of a

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Deloitte Entity, and (3) it does not result from any work performed by me and the*Personnel* (during work hours) for a *Deloitte Entity*.

Personnel – partners, principals, members, officers and employees of a *Deloitte Entity.*

PII – information (excluding business contact information such as an individual's name and one or more of the following: organization name, organizational title, organizational role, business address, business telephone number (including business cell phone number and business email address) relating to an identified or identifiable natural person. An identifiable natural person is a natural person who can be identified, directly or indirectly, by reference to an identification number or factors specific to his or her physical, physiological, mental, economic, cultural or social identity. Set forth below is a non-exclusive list of information that constitutes PII when such information relates to an identified or identifiable natural person:

- Account number (bank account, credit card, etc.)
- Address
- Biometric identifier
- Certificate or license number
- Date of birth
- Government identifiers (such as PAN)
- Name*
- Personnel Number
- Photograph or video identifiable to an individual
- Vehicle identifier or serial number
- Other information related to an individual that may directly or indirectly identify that individual (e.g., salary, performance rating, purchase history, call history, etc.)

* Note: When an individual's name is used with PII that is not business contact information, it is included in the definition of PII.

Pre-existing Agreements or Arrangements – agreements or arrangements that (1) relate to any*Pre-existing Creations*; or (2) may affect my ability to comply with the requirements of this Employment Agreement, including all contractual and other restrictions or obligations with other parties, including any post-employment restrictions and required notifications to the extent applicable under 18 United Stated Code §207, CFR 3.104-4, and India laws, rules and regulations that may or will impose limitations on my professional activities during my *Employment* (such as any non-compete agreements with prior employers and the one-year ban on lobbying contacts).

Pre-existing Creations – any *Intellectual Property* and *Intellectual Property Rights* that were developed or created by me, alone or with others, or otherwise acquired by me, before the period of my employment in any capacity with the Employer, in which I claim any ownership or right.

Proceedings – past or pending (1) actual or threatened claims or complaints of, or arising out of service to, present or former clients, (2) regulatory, self-regulatory, disciplinary, administrative, civil or criminal investigations, inquiries, charges, complaints, actions, sanctions, alternative dispute resolution proceedings, other proceedings or matters (other than criminal proceedings which relate solely to the operation of a motor vehicle) of any kind or nature, in India or any other jurisdiction, against me, including criminal proceedings arising out of my provision of professional services, proceedings brought by a professional association, or proceedings involving the Securities and Exchange Board of India, United States Securities and Exchange Commission or the PCAOB, other professional bodies like the Institute of Chartered Accountants of India or (3) matters of any kind or nature which could adversely affect my association with the Employer or my ability to perform my duties or responsibilities to the Employer, whether set forth in this Employment Agreement or otherwise, or my registration with or licensure by any governmental, quasi-governmental, or other regulatory agency, body or entity, in or outside the United States or India.

Systems – the communications systems or any part of such systems that a*Deloitte Entity* owns, licenses or operates and approves for use, including, but not limited to, e-mail, text messaging, Lotus Notes, Deloitte Online (eRoom), instant messaging, local area network, wide area network, Intranet (e.g., DeloitteNet, D Street), Internet, extranet, collaborative tools (e.g., blogs, wikis, etc.), laptop and desktop computers, servers, air cards, Personal Digital Assistants, cell phones, telephones and voicemail.

Works - all *Intellectual Property*, in any *Form*, created by me, alone or with others, during the period of my*Employment* that (1) is created within the scope of my *Employment*; (2) relates in any manner to the actual or anticipated business, research, or development of a *Deloitte Entity*; (3) results from any work assigned to or performed by me, alone or with others, for the Employer; or (4) is created with the use of *Deloitte Property*.

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EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the*Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

	Yes, I do have *Pre-existing Creations, Pre-existing Agreements or Arrangements*
X	No, I do not have *Pre-existing Creations, Pre-existing Agreements or Arrangements*

Title	**Date**	**Brief Description**

DocuSigned by:
Divya Maheshwari
CDC92404E3994BE...

Signature

Jun 28, 2024

Date

Divya Maheshwari

Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Consulting India Private Limited

DocuSigned by:
Pooja Madnani
7CC3FB26DD784F3...

Pooja Madnani
Talent

Its: *Authorized Signatory*

Jun 28, 2024

Date

DELOITTE

Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10
Sealed Time: 2024.06.28 15:50:12 -07:00

An *Authorized Signatory's* signature is required only if Pre-existing Creations or *Pre-existing Agreements* or *Arrangements* are listed pursuant to Paragraphs 2 and 11 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment made in light of Paragraph 2 that Pre-existing *Creations*, if any, are described and explained in sufficient detail so that the likelihood of confusion between the employee's *Pre-existing Creations* and the Intellectual *Property* of a *Deloitte Entity* can be avoided or minimized in the future and further indicates that the*Pre-existing Agreements* or *Arrangements* have been obtained and reviewed and that the *Authorized Signatory* is satisfied that such *Pre-existing Agreements* or *Arrangements* will not interfere with the employee's ability to comply with the requirements of this Employment Agreement.

Registrar
The IIHMR University
Near Sanganer Airport, Jaipur-302029

EXHIBIT C

Proceedings

[none, unless otherwise specified]

Yes, I do have *Proceedings* to report

X No, I do not have *Proceedings* to report

My signature below certifies that to the best of my knowledge, the information I have provided above, pursuant to Paragraph 3, is complete and accurate.

DocuSigned by:
Divya Maheshwari
CDC92404E3994BE...

Signature

Divya Maheshwari

Name

Jun 28, 2024

Date

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Jaipur-302025

EXHIBIT D

Exceptions to Post-*Employment* Restrictions: re: Clients

[none, unless otherwise specified]

As specified in Paragraph 13, I agree that after a period of three (3) years from my start date or the date of my employment, as the case may be, the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on Exhibit D to support the application of the obligations of Paragraph 12 to those clients.

	Yes, I do have Post-*Employment* Restrictions re: Clients
X	No, I do not have Post-*Employment* Restrictions re: Clients

Name of Client	Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

Deloitte Consulting India Private Limited

DocuSigned by:
Pooja Madnani
7CC3FB26DD784F3...

Pooja Madnani

Talent

Its: Authorized Signatory

Jun 28, 2024
Date

I have read and understood the above policy terms.

DocuSigned by:
Divya Maheshwari
CDC92404E3994BE...

Signature	Name	Date
	Divya Maheshwari	Jun 28, 2024

Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10
Sealed Time: 2024.06.28 15:50:12 -07:00

An *Authorized Signatory's* signature is required only if information is provided pursuant to Paragraph 13 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment that criteria in Paragraph 13 have been fully satisfied, the clients listed have been properly identified, and the kinds of services permitted have been described with sufficient specificity.

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Near Sanganer Airport, Jaipur-302029

Terms and Conditions of Service

In continuation to our offer of employment with **Deloitte Consulting India Private Limited** (the "Employer"), please note the terms and conditions of service.

The italicized terms in these Terms and Conditions of Service are defined in **Exhibit A** of the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement hereto.

Terms of Service

1. COMPLIANCE WITH INDEPENDENCE, ETHICS AND OTHER REQUIREMENTS

Deloitte & Touche LLP performs attest services for certain of its clients and is subject to the independence requirements of, among others, the United States Securities and Exchange Commission (SEC), the United States Public Company Accounting Oversight Board (PCAOB), and the American Institute of Certified Public Accountants (AICPA). These requirements mandate that certain of the Employer's employees and their relatives be independent of some or all of such attest clients and their affiliates in accordance with the policies of Deloitte LLP and its subsidiaries (the "Deloitte US Entities").

Upon joining the Employer, you will be asked to review a listing of the attest clients and the affiliates of such clients of certain of the Deloitte US Entities and disclose relationships or financial holdings that you or your relatives may have that could affect the independence of the Deloitte US Entities. Any relationships or holdings that conflict with, among other things, the requirements of the SEC, the PCAOB or the AICPA or the independence or ethics policies of the Deloitte US Entities will need to be resolved immediately. Further, you will be required to comply with these policies throughout your career with the Employer, including, when applicable, maintaining a current list of certain of your financial interests (but not their value) in the independence tracking system.

As a condition to your joining the Employer and continued employment, you are required to complete a representation regarding your understanding of, and compliance with, independence and other matters, on a periodical basis (as requested beginning on or prior to the date of you joining the Employer, annually thereafter, and upon certain changes in your role in the Employer), the details of which are provided in the independence representation. An example copy of this representation form is available for your reference on www.deloittenet.com. The representation should be made to the best of your knowledge and ability. It is your responsibility to consult on any matter should you be uncertain or have a question. You are also requested to refer to www.deloittenet.com and *Independence* for more information in this respect. The representations made by you will be subject to an audit and may be reviewed by Deloitte LLP representatives and shared with certain third parties. If you are selected for such an audit, you will need to submit certain personal financial records to Deloitte LLP's internal audit team. Please be assured that Deloitte LLP fully intends to keep all information obtained through the audit process confidential and secure. You hereby give your consent to Deloitte LLP to use the information provided by you for such purposes as provided in the policies regarding independence and ethics.

In the event you (i) do not cooperate or comply with the independence requirements, or (ii) do not complete the necessary representations, or (iii) make inaccurate representation(s); you may be subject to disciplinary action including and up to termination of employment with the Employer.

Please feel free to contact or consult *Independence* should you require any further information or if you have any specific concerns in this respect.

---

2. NON DISCLOSURE, NON SOLICIT AND INTELLECTUAL PROPERTY RIGHTS ASSIGNMENT AGREEMENT ("Employment Agreement")

You will be expected to sign the Employer's Employment Agreement. Please contact Talent for further details.

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3. HARRASSMENT POLICY

Administrative Policy Release ("APR") 213 is the Employer's policy prohibiting harassment. Deloitte LLP's subsidiaries located in India ("Deloitte India (Offices of the US)") are committed to providing a working environment that is free from harassment based on caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis, in accordance with applicable Indian central, state or local law. Expressly forbidden are unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Depending on the circumstances, such harassment may also include conduct such as stereotyped or demeaning remarks or gestures or the display or circulation, whether in writing or electronically, of materials or pictures offensive to persons because of their caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis in accordance with applicable Indian central, state or local law. The full policy will be accessible to you on DeloitteNet after joining Deloitte U.S. India.

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4. WORKING HOURS, HOLIDAYS, LEAVES AND MATERNITY BENEFITS

You will be provided with your standard working hours, which may vary over the course of your career. The Employer may, from time to time, subject to applicable laws, require the employee to work beyond these hours.

You shall be entitled to paid holidays and leave as per the Employer's policies.

Women employees are eligible for maternity benefits as per the recent amendments (2017) in the maternity benefit act, 1961, including having 26 weeks of maternity leave with pay, as applicable.

5. RETIREMENT AGE

The age of retirement for employees of Deloitte India (Offices of the US) is 60 years. Your employment will therefore automatically terminate at the end of the month in which you attain 60 years.

6. TRANSFERS

You may be transferred, assigned, or asked to attend training at the offices of a Deloitte Entity or its clients or third parties in India or abroad with or without additional compensation. In such an event, you will also be governed by the terms and conditions of service applicable to the transfer, assignment, or training.

7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **90 Days** by either side and/or salary in lieu of notice period on part of the Employer only.

The Employer expects all employees to maintain the highest standards of professional conduct at all times.

In order to assure orderly operations and provide the best possible work environment, the Employer expects you to follow rules of conduct that will protect the interests and safety of all personnel, including but not limited to the Code of Ethics and Professional Conduct.

In the event of any breach of the Code of Ethics and Professional Conduct, non-performance of a contractual obligation or the terms and conditions laid down in this Annexure, or if you engage in any misconduct whether or not in connection with or affecting the business or affairs of the Employer or the work conduct, as specified by Employer, you will be subject to disciplinary action up to and including termination of your services/ employment with the Employer without any notice or payment in lieu of notice notwithstanding any other terms and conditions stipulated herein.

8. MISCONDUCT

Misconduct may include but is not limited to:

- Irregular attendance: repeated or excessive absence, tardiness or early departures/ late comings without approval.
- Unreported or unapproved absence (including overstay of leave) for more than five consecutive days or deviation from assigned and accepted schedule for more than five days.
- Falsification or manipulation in background verification process or employment records, employment information, or other records prior to or after joining the Employer.
- Falsification or manipulation of Deloitte Time & Expense (DTE).
- Knowingly providing false statements, either verbally or in written form.
- Neglect of normal duties and functions.
- Practices such as reading personal materials during working time, having obscene or inappropriate posters or screen savers at your work station, playing games at your work station, etc.
- Continued discharge of work functions that do not meet the standards reasonably expected.
- Breach of the confidentiality provision in the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement including disclosing to any unauthorized person any *Confidential Information* or *PII*.
- Willful insubordination or disobedience, whether or not in combination with another, of any lawful and reasonable instructions of any member of management or any authorised person.

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Sanganer Airport, Jaipur-302029

- Engaging in unapproved outside employment and activities as defined in APR 218 (US & IND) (https://deloittenet.deloitte.com/About/Policies/Admin/Pages/218_OutsideEmploymentActivities_US.aspx).
- Installing, downloading, copying or duplicating any unauthorized or unlicensed software, programs, games, or attachments on any computer system of the Employer or of any *Deloitte Entity* or its clients.
- Engaging in any illegal activities.
- Workplace violence, including threats of physical violence.
- Corporate credit card delinquencies.
- Causing damage to the property of the Employer, any *Deloitte Entity*, its clients, or their respective personnel
- Going on or abetting a strike in contravention of any law.
- Theft of any property belonging to another, the Employer or any *Deloitte Entity*, or their respective personnel, clients, or visitors
- Possession of firearms, explosives, knives or any instruments that can be used as an injurious or deadly weapon in the workplace or at any *Deloitte Entity* sponsored event.
- Corruption, fraud, or misappropriation of funds.
- Failure to comply with the policies, guidelines, rules and regulations of the Employer or a *Deloitte Entity* as applicable.
- Excessive personal use of the Employer's telephone, fax or computer systems.
- Failure to adhere to applicable laws.
- Any act prejudicial to or in conflict with the interests of the Employer or a *Deloitte Entity*.

The above terms and conditions are based on, and should be read in conjunction with, the Employer's policies, guidelines, procedures and other rules currently applicable, including but not limited to Administrative Policy Releases (APRs) and Deloitte India (Offices of the US)'s other policies, guidelines, rules, and regulations. The above rules are subject to amendments from time to time and the amended rules, policies, procedures, and guidelines would be posted on the Employer's Intranet site i.e. https://deloittenet.deloitte.com/Pages/Home.aspx for employee reference. The policies will be updated from time to time in the future and we deem to have your consent to any and all such changes. Furthermore, upon acceptance of employment with the Employer, you may be requested to read and acknowledge acceptance of various policies and guidelines of the Employer. It is expected that you will read and acknowledge all such communications.

Effective as of **July 29, 2024**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

DocuSigned by:
Divya Maheshwari
CDC92404E3994BE...

Signature

Divya Maheshwari

Name

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

DocuSign Envelope ID: 40CD6DE1-EAA4-4406-954A-875A96ED789F

Deloitte.

Jun 28, 2024

Ms. Divya Maheshwari

H-15,Indian Oil Officers Colony, Jwalapur, Harilok Colony,

Haridwar, 249407

India

Training Agreement

Dear Divya Maheshwari:

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Analyst** pursuant to the terms and conditions of your offer letter dated **July 29, 2024**. You made a very favorable impression with everyone you met and we are excited about the possibility of you joining the Company.

As you may be aware, as a condition of employment with the Company, you may be required to travel Overseas to attend a series of training sessions for a period of up to 90 days. This training will be a combination of classroom procedural training as well as on-site training to observe employees conducting similar work at various client locations. This training represents the confidence we have in your ability to be a valuable member of the practice of the Company.

As per Company policy, we kindly bring to your attention that all employees attending training overseas are required to sign a Training Agreement which will obligate the employee to repay a calculated amount of the costs associated with the training, only if the employee resigns his/her position or are terminated for cause within a specified period after completion of the training (usually between 6 to 18 months). This repayment obligation disappears after the specified period of time has lapsed.
We all look forward to seeing you again soon and having you join our team of outstanding professionals.

Sincerely,
For **Deloitte Consulting India Private Limited**

DocuSigned by:
Pooja Madnani
7CC3FB26DD784F3...

By: _____
Signature

Authorized Signatory

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Outlook

FW: Hospital admin SR Kalla Hospital

From N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Date Fri 3/1/2024 3:13 PM
To Anita Thapa <anitathapa@iihmr.edu.in>

From: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Sent: Friday, March 1, 2024 2:50 PM
To: N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Subject: Fwd: Hospital admin SR Kalla Hospital

Sent from Outlook for Android

From: drankurmittal@rediffmail.com <drankurmittal@rediffmail.com> on behalf of Ankur Mittal <drankurmittal@rediffmail.com>
Sent: Thursday, February 29, 2024 2:53:37 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Subject: Re: Hospital admin SR Kalla Hospital

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Sir,

First of all we are very grateful to you and your organization for your help and support. The following students are selected by us from among the students you sent for the interview. All of them will be kept on 3 months' probation period and during probation period we will pay Rs. 10000/- per month for each student as a stipend. After completion of 3 months' probation period they will finally appoint on permanent and the salary will be Rs. 5 lac per annum CTC with extra perks if any.

Student Names:
- Ms. Anita Yadav
- Dr. Sanya Kawatra
- Ms. Karuna Naruka
- Dr. Mahima Sharma
- Ms. Sanjana Kalra
- Mr. Vikas Saini
- Ms. Diya Jain

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Dear Dr. Ankur,

It was great interacting with you.
Please share the list of shortlisted students .
We can line them up for the interview on 27th February 2024 between 2:00 pm – 4:00 PM at your premises.

With Regards,

Vinod Tejwani
Dean- Placements & Alumni Relations

A:
IIHMR University
| 1, Prabhu Dayal Marg,
Near Sanganer Airport,
Jaipur – 302029

E:
vinodtejwani@iihmr.edu.in|
W:
www.iihmr.edu.in

M:
+91 9891393008, 9929754987

P:
+91 141 3924700 (213)

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Anita Thapa

From: *Dolly Sulakhe*
Sent: *16 April 2024 12:47*
To: *Anita Thapa; Vinod Tejwani*
Subject: *Fwd: Proposed Employment Offer - Ms. Dolly Sulakhe - Management Trainee - Medeor Hospital, Abu Dhabi*

1497

Get Outlook for Android

From: Farah Naeem <farah.naeem@burjeelholdings.com>
Sent: Tuesday, April 16, 2024 11:52:42 AM
To: Dolly Sulakhe <dolly.hm27@iihmr.in>
Cc: Angela Mary <angela.mary@lifecarehospital.ae>; Fazil Abdul Azeez <fazil.azeez@llhhospital.com>; Anas K <anas@burjeelholdings.com>; Caroline Ellis <caroline.ellis@burjeelholdings.com>; Sneha George (Medeor-AUH) <sneha.george@medeor.ae>
Subject: Proposed Employment Offer - Ms. Dolly Sulakhe - Management Trainee - Medeor Hospital, Abu Dhabi

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Classification Confidential

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Dear Ms. Dolly,

Greetings from Burjeel Holdings!

Following your recent interview, we are pleased to offer you the position of **Management Trainee** in **Medeor Hospital, Abu Dhabi.**

Please refer to the particulars of the proposed offer below for your reference.

PERSONAL DATA & JOB PARTICULARS

Name	Ms. Dolly Sulakhe	Job Title	Management Trainee
Nationality	Indian	Department	Operations
Date of Birth	27th March 1997	Reporting to	Head of Department

Marital Status	Single	Business Unit	Medeor Hospital, Abu Dhabi
Category	Non - Clinical/Admin	Contract Type	Limited

SALARY PARTICULARS-PER MONTH		
Basic Salary	AED	1,600/- (One Thousand Six Hundred Only)
Housing Allowance (HRA)	AED	Bachelor's Sharing Accommodation equivalent to AED 500/-
Special Allowance	AED	1,200/- (One Thousand Two Hundred Only)
Transportation Allowance	AED	1,200/- (One Thousand Two Hundred Only)
Gross Salary	**AED**	**4,000/- (Four Thousand Only)**

TERMS & CONDITIONS	
Employment Contract Status	Single Status - Employee visa expenses shall be borne by the company
Hours of Work	48 Hours (6 days a week)
Probation Period	06 Months
Notice Period	03 Months
Annual Leave	30 Calendar Days as per UAE Labor Law
Medical Insurance	Insurance Coverage for self – Can avail if on employment visa only.
Air Ticket	Fixed allowance (Economy airfare) for self, upon completion of once every 2 years of service based on place of origin. (Can avail if on employment visa, in case of contract expiry wi non-renewal separations. Repatriation ticket only or the allowance will be reimbursed)
End of Service Settlement	As per UAE Labor Law

I, ---------- the undersigned, hereby confirm my acceptance of the foregoing terms & conditions of employment and confirm my agreement to this offer. I also hereby authorize the company to conc an employment and educational verification and agree to fully cooperate with any third-party authorized by the company for this purpose. By executing and returning this Offer Letter, I confirm, not having any existing legal cases, discipli or other actions or claims pending against me and that I am not obligated under any non-compete, conflicting or restrictive covenants with my previous employer(s) or any third party. My execution and performance of this Offer Letter ar potential forthcoming employment documents will not violate any law or contractual obligations towards any third party. To this extent I fully indemnify and hold harmless the Company.

Signature with date

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1, Prabhu Dayal Marg
Sanganer Airport, Jaipur-302029

- This employment offer & the terms and conditions mentioned above are subject to the successful completion of background verification/reference check, health authority license, employment visa permits by the resp authorities of UAE, Insurance provider's clearance (if applicable) and upon providing all requested documents verified and attested.
- Should you (the Employee) rescind/revoke this offer after countersigning, the Employee undertakes to pay within five (5) business days of demand from the Company (the Employer) all recruitment expenses, includi not limited to, visa, airfare, insurance (including malpractice and health), recruitment cost, licensing, administration, or other costs incurred by the Employer.
- Please do not resign or obtain release from your current employer unless confirmed by email from the Talent Acquisition department.
- Any related additional cost will be the responsibility of applicant (i.e., BAN removal, health authority license renewal, certificate attestation, urgent visa requests).
- This offer would be valid for 03 days from the date forwarded to the applicant. In case the applicant does not confirm acceptance within the mentioned period, the company may consider the given offer null and void.
- The contents of this document are confidential and intended solely for the recipient only. Reproduction or forwarding is strictly forbidden.

Kindly requesting you to verify the personal details(*name, nationality, date of birth & marital status*) in proposed offer.
Looking forward to hear from you at the earliest.

DISCLAIMER: Burjeel Holdings or any of its affiliates are not associated with third-party recruiters and no fee is levied from the candidate for any jobs that we offer. You are hereby requested to inform the HR department/Burjeel Holdings Talent Acquisition department in-case of any payment demanded from you with this regard by any entity.
For further details, please visit hospital official careers page.

Thanks & Regards,

Farah Naeem
HR Officer

farah.naeem@burjeelholdings.com
www.burjeelholdings.com
PO Box: 7400, Abu Dhabi, UAE

Great Place To Work. Certified UAE

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Connecting Care, Scale & Community

Disclaimer: The information contained in this message may be confidential and legally protected under applicable law. The message is intended solely for the addressee(s). If you are not the intended recipient, you are hereby notified that any use, forwarding, dissemination, or reproduction of this message is strictly prohibited and may be unlawful. If you are not the intended recipient, please contact the sender by return e-mail and destroy all copies of the original message.

1995

Orbees Business Solutions Pvt. Ltd.
Q1, B1, B2, B3, 6th Floor, Cyber Towers, Hitec City, Madhapur, Hyderabad – 500 081. CIN: U72200TG2006PTC049670
Tel: +91 - 040 - 2311 4722, Fax: +91 - 040 - 2311 4723. info@orbees.com | www.orbees.com | www.orbeesmedical.com

13th March 2024
Hyderabad

To

Ms. Drigha Jain
335/5, dcm gali, railway road,
Tohana, Haryana - 125 120.

Dear **Ms. Jain**

This has reference to our offer letter dated 30th October 2023. We are pleased to offer you six months paid internship with the full-time employment in our Organization with the following terms and conditions:

1. **Designation:** You will be designated as **Senior Analyst** from the day of full-time employment.

2. **Compensation:** Your gross annual compensation will be Rs. 8,00,000/- per annum (rupees eight lakh only).

3. **Group Mediclaim Insurance:** In addition to the annual compensation, you and your family (spouse and 2 children below the age of 21 years) will be covered under a Group Mediclaim Insurance policy for an amount of two lacs during your service with the Company. The policy will come into force within three business days from your date of joining.

4. **Place of Posting & Reporting:** Your initial posting will be at our Head office in Hyderabad. You will be reporting to the concerned project manager depending on the project you are part of.

   You are required to work on Orbees' projects at its facilities or at its clients' sites depending on the project requirements and the exigencies of project.

5. **Duties and Responsibilities:** You are expected to work with a high standard of ethics, professional integrity, initiative, efficiency and economy. You will need to enhance your skills, knowledge during the course of your employment depending on the project needs.

6. **Conflict of Interest:** During your service with the Company, you shall not hold any office of profit or shall not undertake any employment, consulting or business for profit or with any "for profit" organization directly or indirectly without the express written permission of Orbees' management.

7. **Confidentiality and service agreement:** You are required to sign a separate confidentiality and service agreement along with this Appointment Letter.

8. **Leaves and Holiday:**
   a) You will be entitled to 16 leaves per calendar year and only 8 leaves will be carry forward to the next financial year.
   b) 10 Holidays will be given as decided by the management.
   c) You are required to take prior permission from your immediate supervisor for leave.
   d) You are required to provide medical certificate for 3 or more days of continuous leave without prior permission.

Employer

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Employee

Orbees

9. **Working Hours:** The office timings starts typically from 9:00 AM during normal working days with 9 hour working period excluding lunch and break time which may change depending on the demand/requirement/circumstances/ exigencies of the projects. Orbees encourages flexible working hours so that the employees can be more productive. However, the working hours can be adjusted depending on the project needs at the discretion of the project manager and the employee is expected to adhere to it.

10. **Retirement:** You will retire in the normal course from the services of the Company on attaining the age of superannuation, that is on the day following your 60th birthday.

11. **Background Checks:** Your appointment is subject to necessary reference checks of your experience and education as mentioned by you in your resume or Job Application.

    You will be terminated from the services of the organization if any particulars furnished by you are found to be false or unsatisfactory during the background check which can be done anytime during your employment period.

12. **Taxes:** Orbees will withhold income tax and other statutory deductions as per the rules and regulations of the Income Tax Act and other Acts.

13. **Probation / Confirmation:** You will be on probation for a period of six (6) months from the date of joining, which may be extended based on your performance and organizational needs. During probation period, your services may be terminated by the company without any notice and without assigning any reason whatsoever. You will be deemed confirmed only if you have been intimated in writing.

14. **Employment tenure:** Orbees highly prefers to have long-term relationship with all its employees and strives to establish it.

    Due to the work nature at Orbees, and for employees to be successful in contributing well to the projects, there will be an initial ramp-up time. It takes a certain amount of time for you to develop into a well-rounded employee. Orbees will invest into your growth and improvement by providing training initially and/or during the employment, including on-the-job training. Moreover, due to the nature of relationships we build with our customers and the types of our engagements, our customers prefer to deal with Orbees' project personnel that are seasoned and can deliver with highest quality and professional standards, which comes with a longer employment relationship.

    The training that will be provided by Orbees which could be on-duty /off-duty/on-site/off-site, as may be required from time to time or continuous, will improve the professional standing of the employee and it will be imparted by Orbees at considerable expenditure/investment. Hence all employees are required to work for a minimum period of two years from the date of full-time employment which will be after the completion of six month internship period to recover the expenditure.

    The two-year minimum commitment has been also discussed with you during the interview process. By signing this letter, Confidentiality and Service Agreement, you are acknowledging that you are clear on the two-year unwavering commitment to Orbees and you are committing to serve Orbees for a minimum mandatory period of two years after the completion of internship period.

15. **Separation:** You are required to give three-month notice period. Notice can be given only after completion of the mandatory minimum 2 year tenure. The Company may at its discretion relieve you from such date as it may deem fit even before the expiry of the notice period without any compensation for the unexpired period. However, your relieving will be subject to completion of your work at hand and transferred to the concerned person(s) to the satisfaction of the management.

Employer

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Employee

Orbees

You are required to continue working with full commitment during your notice period. You are obligated to return all Orbees or client property either in physical or electronic form, on the last day of your association with Orbees.

If your performance is not to the satisfaction of the Company or for any unethical behavior at any point during your association with Orbees, then the Company reserves its right to terminate your services as per the Company policy.

That in the event of you committing breach of any of the terms of this agreement, Orbees shall seek legal ramifications for the damages it believes it incurred.

16. **Severability:** Each paragraph and provision of this Agreement is severable from the agreement/contract and if one provision or part thereof is declared invalid, the remaining provisions shall nevertheless remain in full force and effect.

17. **Joining Date:** You are required to join as an intern on **18th March 2024** and are requested to intimate 2 days in advance to the HR Department. Your date of full-time employment will be after the completion of six months internship period.

18. **Documents to be submitted:** You are required to submit the following documents. Please initialize all the photocopies.
    a) **Education:** Original and photo copy of all your educational certificates & mark sheets from your 10th standard to highest educational qualification. *(originals will be returned after verification)*
    b) **Resume:** Signed hard copy of your resume.
    c) **Salary Proof:** Salary certificate / latest 2 months pay slip with bank Statement, if you are experienced
    d) **Experience and Relieving Letter:** If you are a experienced professional, please submit your Appointment Letter, Experience Letter and Relieving Letter from your former employer.
    e) **Photograph:** Three latest passport size colour photographs.
    f) **Passport:** Photo copy of your passport with visas and rejections if any.
    g) **PAN Card:** Self-attested photo copy of your PAN card.
    h) **Form 16/16A:** Form 16/16A issued by your recent employer, if any income tax has been deducted from your salary.

We take great pleasure in welcoming you to Orbees and sincerely hope that your employment with us will be long, pleasant and rewarding. Kindly submit the signed copy of this letter.

For **Orbees Business Solutions Pvt. Ltd**

Rakesh Valluru
Senior Manager - Operations

I hereby declare that the information provided by me is correct to the best of my knowledge. I understand that I am liable for action as deemed fit by the Company during my employment with the Company for any misrepresentation of facts. I have read the above terms and conditions of employment and would hereby confirm strict adherence to the same.

Signature:

Drigha Jain
Date:
Place:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Employer

Employee

Orbees

Salary Break-Up

	Per Annum	Per Month
Gross Annual Compensation	**8,00,000**	**66,667**
Basic	3,20,000	26,667
House Rent Allowance	1,28,000	10,667
Employer Provident Fund	38,400	1,800
Travel & Special Allowance	3,13,600	27,533
Gross Total	**8,00,000**	**66,667**

Take home without income tax	**62,867**

Deductions (p.m.)	
Employee Provident Fund	1,800
Employer Provident Fund	1,800
Professional Tax	200

Total deductions p.m. (excluding Income Tax)	**3,800**

Take Home p.m. (excluding Income Tax)	62,867

Employer

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Employee

Orbees

Orbees Business Solutions Pvt. Ltd.
Q1, B1, B2, B3, 6th Floor, Cyber Towers, Hitec City, Madhapur, Hyderabad – 500 081. CIN: U72200TG2006PTC049670
Tel: +91 - 040 - 2311 4722, Fax: +91 - 040 - 2311 4723. info@orbees.com | www.orbees.com | www.orbeesmedical.com

Confidentiality-cum-Service Agreement

Parties and Recitals:

This Agreement is made on this the **18th March 2024** by and between:

Ms. Drigha Jain D/o. Mr. Gaurav jain aged about 23 years, Occupation: Employee, Resident of 335/5, dcm gali, railway road, Tohana, Haryana - 125 120.. (hereinafter referred to as the "Employee" which expression shall unless it be repugnant to the context be deemed to include her legal heirs, successors, executors, administrators, legal representatives and the like)

And

M/s. Orbees Business Solutions Pvt. Ltd, a company incorporated under the Companies Act, 1956 having its business at Q1, B1, B2, B3, 6th Floor, Cyber Towers, Hitec City, Madhapur, Hyderabad – 500 081, India represented by Rakesh Valluru, Sr. Manager - Operations (hereinafter referred to as the "Employer" which expression shall unless it be repugnant to the context be deemed to include its successors, executors, administrators, legal representatives and the like)

WHEREAS the Employee has approached the Employer on **30th September 2023** and offered herself of her own free will for appointment as a **Senior Analyst** which has been accepted by the Employer, which has therefore issued a letter dated **13th March 2024** to the Employee who in turn has accepted the above letter,

NOW WHEREFORE, in consideration of the mutual covenants and obligations by the parties thereto, it is agreed as follows

1. Confidentiality:

WHEREAS the Employee agrees that such information and documents shall be treated by her as confidential and that they shall be subject to the obligations provided in this Agreement.

Acceptance, Rights and Obligations:

1. I understand that as an Employee of **M/s. Orbees Business Solutions Pvt. Ltd.**, I may have access to proprietary and highly confidential information of the Employer or its affiliate **Orbees Inc.** and their clients, including certain samples, models, tools, data, designs, programs, source code, object code, methods, concepts, formulae, algorithms, processes, technical specifications, notes, extracts, analyses or material prepared by me which are copies of or derivative works of, or from which the substance of such confidential or proprietary information can be inferred or otherwise, regarding the Employer's or its affiliate and their client's products. I acknowledge that the inputs incorporate trade secrets and that any unauthorized use or disclosure of the inputs will result in significant damage to Employer or its affiliate and their clients.
   As consideration for my continued employment by the Employer on certain projects of Employer or its affiliate and their client's development projects, I agree to use all inputs to which I may have access only in performing my obligations to the Employer or its affiliate and through them to their clients in carrying out the development projects established under the Business Agreement between the Employer or its affiliate and their clients or otherwise. I will maintain in strict confidence the

   inputs and all discoveries, enhancements, formulas, processes, documentation and other outputs that I may develop or to which I have access that pertain to the projects or are based on the inputs or outputs. I will not disclose the inputs or outputs to any person other than the Employer or its affiliate and their clients.

Employer

Employee

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Orbees

2. I acknowledge that the following requirements apply to me and all other Employees / Contractors / Interns and compliance with these requirements is a condition of continued association at **Orbees.**

3. I acknowledge that I will not disclose client names or projects or any other confidential or proprietary information in public platforms or private forums or social media, without permission from the client and **Orbees'** management. I will keep in strictest confidence the fact of the existence of the projects, my participation therein, and all information related to the projects including but not limited to all communications to me from any other person concerning any aspect of the projects, and all information gathered or reported by me in the course of my work on the projects. All of the information referenced in this paragraph will constitute "Project Information".

4. I acknowledge that all patents, copyrights, design rights, trade secrets and other proprietary rights in or related to the inputs or outputs are and will remain the exclusive property of the Employer or its affiliate and their clients, as the case may be. I will not contest the Employer's or its affiliate and their client's proprietary rights or acquire any right in the inputs or outputs, except the limited use right specified herein.

5. I acknowledge that my output that I may create including any improvement or development thereof will constitute a work for hire, 'adaptive work', 'commissioned work' or other property is owned exclusively by the Employer or its affiliate and their clients including all related patents, copyrights, design rights, trade secrets and other proprietary rights. At the Employer's request, I will execute without right to any compensation, any instrument that is appropriate to assign these rights to their clients or to any one nominated by the Employer and I do hereby assign such rights to the Employer.

6. I will not remove any item or inputs, outputs or deliverables from the restricted site of the ventures. When my participation in the venture ceases, I will promptly return to the Employer or its affiliate and their clients all notes, documents and media that contain the inputs or outputs. I acknowledge that my obligations under this agreement will survive termination of my involvement on the ventures of the client or my employment with Employer.

7. I acknowledge that I will destroy all material, physical or electronic, in my possession of **Orbees** or its affiliate and their clients at the time of termination of association with **Orbees**.

8. I acknowledge that I will not discuss or publish negatively about **Orbees** or its affiliates **Orbees Inc** and their clients or its employees or tarnish its image in public platforms or private forums/discussions or electronically or in social media etc., directly or indirectly during my employment and anytime in future.

9. I acknowledge that in case of breach of the above conditions, **Orbees** or its affiliates **Orbees Inc.** and their clients or other damaged parties may take legal action against me in India, U.S. or any other country and shall have the right to issue for and recover compensation from me which they believe has occurred.

10. I acknowledge that I will not solicit, or aid any person or organization, directly or indirectly, any Orbees' clients (who are customers of Orbees and/or its affiliate Orbees Medical during my association with Orbees) for a period of 3 years from the termination of the association. This clause will not apply for existing customers of my future employers.

11. I acknowledge that I will not, either directly or indirectly, attempt to solicit, induce, recruit, and encourage any of Orbees' employees to leave their employment for a period of 3 years from the termination of my association with Orbees.

Employer

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Employee

Orbees

Confidentiality:

1. The Employee herein undertakes to keep confidential all information (written or oral) concerning the business and affairs of the Employer, which has been obtained or received as a result of the discussions leading up to or the entering into of this agreement save that which is:

    a) Inconsequential or obvious
    b) Already in possession other than as a result of a breach of this clause or
    c) In the hands of the public other than as a result of a breach of this clause.

2. The Employee further undertakes to take all such steps as shall from time-to-time be necessary to ensure compliance with the provisions of the above clause by her associate employees.

Predetermined Liquidated damages:

The Employee explicitly agrees and undertakes that in the event of a breach of this agreement to maintain confidentiality committed by her, notwithstanding the termination of her employment that may be decided by the Employer at their sole discretion, to pay an amount of Rs. 3,00,000/- (rupees three lakh only) by way of predetermined liquidated damages or the sum equivalent to the actual loss/damage suffered by the Employer, whichever is higher and the Employee confirms that the said sum represents a genuine estimate of damages and or reimbursement of the expenditure / liability incurred / to be incurred by the Employer or that would be caused to the business of the Employer and further undertakes to pay forthwith on demand from the Employer such sums as may be demanded as incurred by the Employer over and above the aforesaid amount.

2. Mandatory Minimum Tenure:

WHEREAS the Employee has further undertaken to serve the Employer for a mandatory minimum tenure of 2 years (the mandatory minimum tenure of 2 years excludes internship, and leave of absence for extended period for any reason whatsoever including medical grounds) from the date of full-time employment which will be after the completion of internship subject to the terms and conditions specified herein in addition to those specified in the Appointment Letter dated **13th March 2024**. The **Employee HEREBY AGREES:**

1. To serve **M/s. Orbees Business Solutions Pvt. Ltd.** for a period of 2 (two) years inclusive of training period during the full-time employment.

2. To serve full-time employment for a period of 2 (two) years after the completion of six months internship period.

3. To obey, to abide by the rules and regulations, service conditions and standing orders of **Orbees**, as may be in force from time to time, and to comply with orders of her superiors issued from time to time.

4. The Employee explicitly agrees and undertakes that in the event of a breach of this agreement to serve the Employer for a mandatory minimum tenure of 2 years from the date of full-time employment which will be after the completion of internship period, notwithstanding the termination of her employment that may be decided by the Employer at their sole discretion, to pay an amount of Rs. 3,00,000/- (rupees three lakh only) by way of predetermined liquidated damages and the Employee confirms that the said sum represents a genuine estimate of damages and or reimbursement of the expenditure/costs, which include but not limited to, professional and technical training (initial and on job training), recruitment costs, expenses relating to loss of man and machine hours etc./ liability incurred / to be incurred by the Employer or that would be caused to the business of the Employer and further undertakes to pay forthwith on demand from the Employer such sums as may be demanded as incurred by the Employer over and above the aforesaid amount. The Employer is not liable to pay any amount to the Employee

Employer

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Employee

other than salary or other dues in case of termination of her services for any reason during probation or after confirmation of her service.

5. That in the event of Employee leaving, abandoning her training or resigning from the services of **Orbees** during the mandatory minimum tenure as provided herein and in the Appointment letter dated **13th March 2024** or if the services of the Employee are terminated by **Orbees** for breach of any of the terms and conditions of the service or for any other reason, the Employee shall not directly or indirectly engage in or carry on in the business of the Employer in which the Employee was trained/engaged in at present and is being carried on by **Orbees** and the Employee shall not serve in any capacity whatsoever or be employed with any person, firm or company carrying on similar business as that of **Orbees** either in India or abroad, for remaining period of the said mandatory service period and one more year thereafter.

6. **Orbees** shall not be responsible for any interruption in or stoppage of training as well as service due to exigencies of work or for causes beyond its control.

7. The conditions of appointment of the Employee with **Orbees** as contained in the Appointment letter issued by **Orbees**, save as expressly modified hereby, shall remain unaffected and shall continue to be binding on the Employee.

Governing Law:

This contract shall be governed by and interpreted in accordance with the law of India. In this context, the expression law takes within its fold statutory law, judicial decisional law and delegated legislation as well.

Contract Interpretations:

In this agreement unless otherwise specified:

1. All words/terms denoting the singular shall include the plural and vice versa
2. All references to clauses shall be interpreted as references to clauses of this agreement

Dispute Resolution:

In case of any dispute arising out of this agreement, it shall be subject to the jurisdiction of appropriate Court at Hyderabad / Ranga Reddy District.

Severability:

If any term of this agreement is deemed unenforceable, the other provisions and the remainder of the agreement shall remain in full force and effect.

Headings:

The Headings used under this agreement for a group or terms and conditions are meant to serve only as a convenience and as a reference. The Headings are not to be considered for the interpretation of terms or conditions in the agreement.

Entire Agreement:

This agreement inclusive of statements, calculations and exhibits, if any, comprises the whole and complete contract. It replaces all previous understandings, promises or commitments (whether oral or written) between the contracting parties.

Employer

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Employee

Orbees

Term:

This agreement is effective as of the Employee joining the Employer and shall survive severance, resignation, termination, dismissal of the Employee.

Waiver:

The waiver by the Employer of a breach or default of any of the provisions of this agreement by the Employee shall not be interpreted as:

1. A waiver of any succeeding breach of the same or other provisions nor shall any delay or omission on the part of Employer to exercise; or
2. A way to avail herself of any right, power or privilege that it has or may have under this agreement to operate as a waiver of any breach or default by the Employer.

Method of Documentation:

The parties of this agreement agree that all information concerned with the execution of this contract and other related and relevant information may be stored in the electronic form or as an electronic record.

Consent:

The Employee gives her consent which is not only free but also legal and voluntary in nature, for the purposes of entering into this contract.

Action in Good Faith:

Under this Agreement, the actions of both the parties shall be deemed as actions in good faith *(bona fide)* unless there is evidence to the contrary.

Legal Fees:

The prevailing party shall be entitled to reasonable litigation and professional fees, related secretarial and research expenses, expert witness fees and out-of-pocket costs incurred in connection with dispute resolution arising between the parties with matters pertaining to this Agreement.

Survival:

The clauses of this Agreement, which by nature are intended to survive termination of this Agreement shall remain in effect after such termination. In witness whereof the parties herein have set their hands to this Agreement on the date and at the place mentioned herein above.

Employer

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Employee

Gagandeep. 1499

REV:.06 F-7.2B

June 04, 2024

Letter of Intent

Name:
Address:

Dear Mr./Ms.,

We are pleased to offer you the position on contractual basis with effective from **June 10, 2024** till **December 31, 2024** on following terms and conditions:

1. **Designation: Hospital Administrator**
2. **Place of Posting: Kuchai**
3. **Project: Kalyan Kuchai - 3082**
4. **Remuneration:** You shall be paid a gross amount of **Rs.38000/-** per month. The detailed breakup is attached for your reference.
5. If you fail to report by the due date, then this LOI will stand withdrawn and cancelled.
6. **Training Period:**

   The first three months of your Appointment will be a training period during which your performance for the position to which you have been appointed will be assessed. The Management reserves the right to extend your appointment based on your performance. At the end of the training period, you will be informed in writing about the extension. In the absence of written confirmation, your appointment shall stand terminated automatically without any liability to make any payment of economic compensation on the part of the foundation. Further, if the foundation incurs additional training costs on you during this period and you abscond from your services, the foundation shall be eligible to recover the cost of training from you.
7. **Duration of contract:**

- The project appointment/ contract will be renewed on satisfactory performance of your assignment (including achievement of targets and/or such other criteria) as may be decided by Management and on mutual agreement. Unless, renewed, the contract/ appointment shall stand automatically terminated on expiry of period of contact/ project without any notice or compensation.
- Be it clearly understood and agreed that the vacancy for fixed period employment is being made on contractual basis for a fixed period as stated above. Your contractual appointment will automatically come to an end on the expiry of the specified period and no notice pay or retrenchment compensation will be payable to you by the management. Since your appointment is being made for a specified period, you will neither have any right nor a lien on the post held by you. Also, you will not claim regular employment even if there is such a vacancy for the post held by you or otherwise.

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- No compensation or remaining wages for unexpired period of contractual and fixed period of appointment will be payable by the foundation if your services are terminated before the aforesaid specified and fixed period of your service.

8. Your appointment is being made on the basis of your particulars such as qualifications etc. as given by you in your application for employment and in case of any information as given by you is found false or incorrect, your appointment will be deemed void ab initio and liable for termination without any notice or salary in lieu of notice.

9. In case of any dispute arising out of this offer or pertaining to your employment, the place of jurisdiction will be Vadodara only.

10. Your address as indicated in your application for appointment shall be deemed to be correct for sending any communication to you and every communication addressed to you at the given address shall be deemed to have been served upon you.

10 In case there is any change in your residential address you will intimate the same in writing to the HR Dept. within three days from the date of such change and get such change of address recorded.

11 Entitlements:

- You will be entitled to 12 casual leaves (CL), 6 Sick Leave (SL) & 20 Privilege leaves (PL) per year. However, during the first six month of your association you will be entitled to only one CL per month.
- Apart from the above, Individual Accident Policy (GPA) and Mediclaim Policy is extended to all the employees as per the Organization policy.

12 Reporting:

Your operational and functional reporting authority would be **Senior Coordinator - Clinical Services.**

13 **Confidentiality:**

- You shall not disclose any material information relating to the affairs of the organization, its activities, either existing or proposed to any person/organization/agency other than those authorized by the organization for the purpose assigned.
- You are expected to comply to the organizational policy on confidentiality of information which will be given to you. Therefore, you will maintain strict secrecy and confidentiality of the discussions which you may have with the organization from time to time. You will have to safeguard and preserve all the data/notes/material/pamphlets/brochures or any other document which the organization may hand over to you from time to time to discharge your duties under this contract.
- You shall have to acknowledge that any data/documents of the project allocated to you is foundation's property and will be handed over to the foundation on completion of the assigned task or as and when the organization desires. The data cannot be used for any publication without approval of the Director.
- If any work/data/content is plagiarized/copied/pasted for any person/organization/agency other than those authorized by the organization for the purpose assigned, the Foundation will be liable to take strict legal action against you.

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14 Others:

- You are required to join Provident Fund Scheme as per statutory requirements of PF Act
- You will diligently and faithfully carry out duties entrusted to the best of your abilities and skills. You will follow the instructions given to you by your superiors and other executives in connection with the activities of the Foundation.
- You will be expected to abide by all the rules laid down by the management from time to time.
- In case you do not respond to telephone calls or email for official purpose within 8 hours, it will be considered as your leave without pay.
- As per the policy of the Foundation, an employee must complete tenure of 9 months till March to get eligible for an increment for a particular financial year.
- The accommodation at Foundation guest house at all locations (subject to availability) is chargeable. For tariffs and other details, you are requested to contact In-Charge- Admin.
- You will be responsible to deliver all the task and assignments given by reporting head.
- You shall, submit all the following documents in softcopy before 48 hours of reporting for duty and your appointment shall be subject to the assessment or verification of the said documents being found in order:
    a) Physical fitness certificate
    b) 2 Photographs, Cancelled Cheque
    c) PAN Card & E - Adhaar Card with password are Mandatory.
    d) Address Proof
    e) Driving licence
    f) Copies of 10th, 12th, Degree/Diploma Certificates of educational qualification
    g) Salary certificate of last salary drawn or last 3 salary slips.
    h) TB Report Mandatory
    i) Covid Vaccine Certificate
    j) Resignation Copy & Relieving Certificate
    k) Certificate in support of claim of belonging to scheduled caste/scheduled tribe
- You are expected to work in any location of the Foundation in case of emergency, if required.

15 Termination of contract:

- ❖ In case the project is completed/terminated before the end of contract, the contract will stand terminated
- ❖ During the contract period, the contract may be terminated by the organization at any time without assigning any reasons or notice or compensation, if your performance is not found to be satisfactory by the organization
- ❖ In any other case, in order to terminate the contract, you are required to give **two months of notice** or net salary in lieu thereof for appropriate exit policy and smooth handholding.

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- You are to attend all official duties during the "notice period" of **two months** and the same cannot be adjusted against your leave entitlement.
- Notwithstanding anything hereto contained, your services shall be liable to be terminated with immediate effect in any of the following events:
    a) Failure or refusal to carry out duties or gross negligence of duties
    b) Misconduct, fraud, insubordination, insolence or act of moral turpitude
    c) Dishonesty or embezzlement or accepting of commission from anybody
    d) Placing personal consideration of any nature above the Foundation's interest in any matter
    e) Unauthorized absence for a continuous period of 8 days or more
    f) Breach of any of the terms of this contract
    g) Or found unfit by the organization for any other reason

This letter is issued in duplicate. Please sign and return the duplicate copy in token of your having accepted the contract and the terms and conditions governing the same.

Particulars	Amount (Rs.)	Deductions	Amount (Rs.)
Basic	19000	PF employee	1800
HRA	7600	Professional tax	200
Transport Allowance	2783		
Location Allowance	2783		
Personal Development Allowance	2784	**Total Deduction**	2000
Medical Allowance	1250		
Gross Salary	**36200**		
PF Employer	1800		
Gross Package	**38000**	**Net salary (Gross Salary-Total Ded)**	**34200**

Ms. Poorna Trivedi
HR Manager

Declaration by the Employee

I unconditionally accept the terms and conditions mentioned in the aforesaid appointment letter and agree to be abide by them.

Signature of the Employee

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

N Satheeshkanna

From: Shilpa Adeshra <shilpa.adeshra@ckbhospital.com>
Sent: 06 May 2024 16:23
To: N Satheeshkanna
Cc: Monika Kapoor, Vinod Tejwani
Subject: RE: Internship Interviews | CK Birla Healthcare Pvt Ltd.
Attachments: Shortlisted Students Details for the CK Birla Hospital

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Satheesh,

It was pleasure speaking with you!

With reference to the recommendation of the Head – Quality, we are pleased to offer the position of Clinical Research Coordinator to Dr. Garima Jain at CK Birla Hospital, Gurugram. She will initially be paid 30k per month as Renumeration and according to her performance the salary part will be increased.

This is for your kind information and please block this candidate from appearing the other recruitment process.

Regards,

CK BIRLA

Shilpa Adeshra
Manager, People Function

CK Birla Hospital
CRS Towers, First Floor,
77B, IFFCO Road, Sector 18, Gurugram 122015

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150 /

Gmail

Gauri Saha <gaurisahasjc@gmail.com>

Proposed Employment Offer - Ms. Gauri Saha - Management Trainee - LLH Hospital, Musaffah

4 messages

Farah Naeem <farah.naeem@burjeelholdings.com> Fri, Jun 7, 2024
To: "gaurisahasjc@gmail.com" <gaurisahasjc@gmail.com>
Cc: Asha Dilbagh <asha.dilbagh@burjeel.com>, Akhi Jnaneswar <akhijnaneswar@llhhospital.com>, Angela Mary <angela.mary@lifecarehospital.ae>

Classification Confidential

Dear Ms. Gauri,

Greetings from Burjeel Holdings!

Following your recent interview, we are pleased to offer you the position of **Management Trainee** in **LLH Hospital, Musaffah.**

Please refer to the particulars of the proposed offer below for your reference.

PERSONAL DATA & JOB PARTICULARS

Name	Ms. Gauri Saha	Job Title	Management Trainee
Nationality	Indian	Department	Operations
Date of Birth	20th June 2001	Reporting to	Head of Department
Marital Status	Single	Business Unit	LLH Hospital, Musaffah
Category	Non - Clinical/Admin	Contract Type	Limited

SALARY PARTICULARS-PER MONTH		
Basic Salary	AED	1,600/- (One Thousand Six Hundred Only)
Housing Allowance (HRA)	AED	Bachelor's Sharing Accommodation equivalent to AED 500/-
Special Allowance	AED	1,200/- (One Thousand Two Hundred Only)
Transportation Allowance	AED	1,200/- (One Thousand Two Hundred Only)
Gross Salary	**AED**	**4,000/- (Four Thousand Only)**

TERMS & CONDITIONS	
Employment Contract Status	Single Status - Employee visa expenses shall be borne by the company
Hours of Work	48 Hours (6 days a week)
Probation Period	06 Months
Notice Period	03 Months
Annual Leave	30 Calendar Days as per UAE Labor Law
Medical Insurance	Insurance Coverage for self – Can avail if on employment visa only.
Air Ticket	Fixed allowance (Economy airfare) for self, upon completion of once every 2 years of service based on place of origin. (Can avail if on employment visa, in case of contract expiry with non-renewal separations. Repatriation ticket only or the allowance will be reimburse
End of Service Settlement	As per UAE Labor Law

I, ---------- the undersigned, hereby confirm my acceptance of the foregoing terms & conditions of employment and confirm my agreemer offer. I also hereby authorize the company to conduct an employment and educational verification and agree to fully cooperate with any third-party authorized by the company f purpose. By executing and returning this Offer Letter, I confirm, not having any existing legal cases, disciplinary or other actions or claims pending against me and that I am not ob under any non-compete, conflicting or restrictive covenants with my previous employer(s) or any third party. My execution and performance of this Offer Letter and any potentia forthcoming employment documents will not violate any law or contractual obligations towards any third party. To this extent I fully indemnify and hold harmless the Company.

Signature with date

- This employment offer & the terms and conditions mentioned above are subject to the successful completion of background verification/reference check, health authority license, employment visa permits by the respective authorities of UAE, Insurance provider's clearance (if applicable) and upon providing all requested documents verified and attested.
- Should you (the Employee) rescind/revoke this offer after countersigning, the Employee undertakes to pay within five (5) business days of demand from the Company (the Employer) all recruitment expenses, including but not limited to, visa, airfare, insurance (including malpractice and health), recruitment cost, licensing, administration, or other costs incurred by the Employer.
- Please do not resign or obtain release from your current employer unless confirmed by email from the Talent Acquisition department.
- Any related additional cost will be the responsibility of applicant (i.e., BAN removal, health authority license renewal, certificate attestation, urgent visa requests).
- This offer would be valid for 03 days from the date forwarded to the applicant. In case the applicant does not confirm acceptance within the mentioned period, the company may consider the given offer null and void.
- The cor this do are con and i solely recipien Reprodu or forw strictly forbidd

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Kindly requesting you to verify the personal details(*name, nationality, date of birth & marital status*) in proposed offer.
Looking forward to hear from you at the earliest.

DISCLAIMER: Burjeel Holdings or any of its affiliates are not associated with third-party recruiters and no fee is levied from the candidate for any jobs that we offer. You are he requested to inform the HR department/Burjeel Holdings Talent Acquisition department in-case of any payment demanded from you with this regard by any entity.
For further details, please visit hospital official careers page.

Thanks & Regards,

Farah Naeem
HR Officer

farah.naeem@burjeelholdings.com
www.burjeelholdings.com
PO Box: 7400, Abu Dhabi, UAE

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Connecting Care, Scale & Community

Disclaimer: The information contained in this message may be confidential and legally protected under applicable law. The message is intended solely for the addressee(s). If you are nc intended recipient, you are hereby notified that any use, forwarding, dissemination, or reproduction of this message is strictly prohibited and may be unlawful. If you are not the intended please contact the sender by return e-mail and destroy all copies of the original message.

Gauri Saha <gaurisahasjc@gmail.com> Fri, Jun 7, 2024 at 7:31 PM
To: Anish Adak <anishadak07@gmail.com>

[Quoted text hidden]

3 attachments

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Gauri Saha <gaurisahasjc@gmail.com> Fri, Jun 7, 2024 at 7:32 PM
To: Baba ☺☺ <sahasaumendra@gmail.com>

---------- Forwarded message ---------
From: **Farah Naeem** <farah.naeem@burjeelholdings.com>
Date: Fri, 7 Jun, 2024, 7:29 pm
Subject: Proposed Employment Offer - Ms. Gauri Saha - Management Trainee - LLH Hospital, Musaffah
To: gaurisahasjc@gmail.com <gaurisahasjc@gmail.com>
Cc: Asha Dilbagh <asha.dilbagh@burjeel.com>, Akhi Jnaneswar <akhijnaneswar@llhhospital.com>, Angela Mary <angela.mary@lifecarehospital.ae>

[Quoted text hidden]

3 attachments

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Gauri Saha <gaurisahasjc@gmail.com> Fri, Jun 7, 2024 at 8:00 PM
To: architasrivastava2012@gmail.com

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3 attachments

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1502

Birla Fertility & IVF

BFI/ HR/AL/EMP/2024/113

Date: 10 Aug 24

Ms. Gurleen Kaur
D/O Surjeet Singh, 17, Bharat Nagar, JK Road,
Bhel, Bhopal-462022,
Madhya Pradesh

Dear Gurleen,

We are pleased to offer you the appointment as Management Trainee with Birla Fertility & IVF (A Unit of CK Birla Healthcare Pvt Ltd). You will report to the Consultant, Medical Services (Gurgaon Centre) and Deputy Manager, Quality (North Region), for Birla Fertility & IVF (A Unit of CK Birla Healthcare Pvt Ltd).

The terms and conditions of your appointment will be as follows:

1. Your appointment will be effective from the date of your joining which is 21-Aug-2024.

2. You will be on probation initially for a period of 3 months from the date of your joining. Your service is deemed to be confirmed upon completion of your said probation period unless your performance is found unsatisfactory, and your probation is further extended in writing.

3. During the probationary period we may terminate your employment without assigning any reason and without any notice. During the probationary period you may terminate your employment by giving 1-month notice.

4. Your appointment may be terminated by us, without notice if:
   a. Any information provided by you is found to be incorrect or any material information was withheld.
   b. if any document submitted by you is found to be false or fabricated.
   c. if you are found guilty of misconduct.
   d. if the report about your background check is considered unsatisfactory by us.
   e. if there is any existing obligation that restricts you from joining our Company in the above-mentioned position.

5. Other than as provided in Clause 2, by either side without assigning any reasons by giving one months' notice, or salary in lieu thereof.

6. **Force Majeure**- During the term of this Agreement, by reason of any event beyond the company's reasonable control including but not limited to Acts of God, fire, flood, explosion, earthquake, or other natural forces, war, civil unrest, accident, any strike or labor disturbance, epidemic, pandemic or any other calamity (collectively, "Force Majeure") the Company in good faith believes it is unable to utilize employee's services.

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the Company shall have the right upon twenty-four (24) hours prior notice to employee to suspend employee's services for the duration of such Force Majeure, or for any part thereof, and no compensation will be paid or accrue to Employee during any such period of suspension; provided that such suspension shall end as soon as such Force Majeure terminates

7. Your services are liable to be transferred from one department to another or from any one of our Group Companies (as designated by us) located anywhere in India.

8. You will abide by all Rules and Regulations and terms and conditions expressed or implied, which are in force from time to time at the workplace to which you are assigned for the time being.

9. The details of your annual compensation are provided in Annexure A, which is attached with this letter.
   a. Your annual salary of Rs. 7,53,891 includes the following components:
      i. Basic pay of Rs. 1,80,000 per annum
      ii. House Rent Allowance (HRA) of Rs. 90,000 per annum
      iii. Special Allowance of Rs. 4,68,591 per annum
      iv. Statutory Bonus of Rs. 15,300 per annum
   b. In addition to the above, you will be entitled to the following:
      i. Coverage under Employee Provident Fund from the date of joining, as per Rafts
      ii. Coverage under Gratuity Scheme, as per the Gratuity Act
   c. Your compensation details must be treated as confidential at all times. You will not divulge or share them with anyone, except with those who are authorized to have this information.

10. All company information and assets (including analysis, plans, drawings, photo prints, reports and statements) that are shared with you during the course of your employment must be treated as confidential You will not divulge or share them with anyone, except in the rightful discharge of your duties. Any breach of the above terms on your part will make you liable to be discharged without any notice

11. All company information and assets, including documents, papers and records which may have been prepared by you or have come into your possession in the course of your employment, must be returned by you, once your employment relationship has ended with us.

12. You will not engage yourself in any other business or vocation during the tenure of your services with us. You will also give us a declaration on the status of you or any of your relatives, now or during the course of your employment, having any pecuniary or other interest in the activities relating to business of our Company or any of our Group Companies

13. You will not attempt to hire any employee of our Company, or any Group Company, for a period of 1 year after the cessation of your employment with us.

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Birla
Fertility
& IVF

BFI/ HR/AL/EMP/2024/113

We look forward to a long and mutually beneficial relationship with you. Please confirm your acceptance of the above terms and conditions by signing and returning a duplicate copy of this offer letter to us.

Yours sincerely,

Prerna
Vice President, HR
Birla Fertility & IVF
(A Unit of CK Birla Healthcare Pvt. Ltd.)

I accept this offer and agree to abide by the terms and conditions stated in this appointment letter.

Signature :

Name (in Capitals) :

Place and Date :

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Birla Fertility & IVF

BFI/ HR/AL/EMP/2024/113

CK Birla Healthcare Pvt. Ltd.				
Annexure A				
Name		**Gurleen Kaur**	**Effective Date**	**21-Aug-24**
Department		**Quality**	**Band**	**JL2**
Designation		**Management Trainee**	**Location**	**Gurgaon**
Compensation Components			**(in Rs. per Month)**	**(in Rs. per annum)**
Basic & Allowances	A1	Basic	15,000	1,80,000
	A2	House Rent Allowance	7,500	90,000
	A3	Special Allowance	39,049	4,68,591
	A4	Retention Allowance		
		Total A	**61,549**	**7,38,591**
Statutory Bonus &	B1	Advance Statutory Bonus	1,275	15,300
	B2	Performance Variable Pay		
		Total B	**1,275**	**15,300**
Flexible Basket	C1	Meal Coupon	-	-
	C2	Books & Periodic als	-	-
	C3	Profession al Development	-	-
	C4	Fuel (Individual Car)	-	-
	C5	Driver Salary (individual Car}	-	-
		Total C	-	-
Retirals	D1	Provident Fund (Employer's	1,950	23,400
	D2	ESIC (Employer's Contribution)	-	-
	D3	Labour Welfare Fund (Employer's Contribution)	-	-
	D4	Gratuity	722	8,658
		Total D	**2,672**	**32,058**
Insurance Benefit	E1	Insurance Reimbursement	-	-
	E2	Group Mediclaim Insurance	1,121	13,448
	E3	Group Personal Accident Insurance	8	97
	E4	Group Term Life Insurance	42	506
		Total E	1,171	14,051
		Total (A+B+C+D+E)	**66,667**	**8,00,000**

All taxes applicable to the compensation shall be to your account.

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Authorised Signatory

1503

Global Health Limited

LETTER OF INTENT **Date: 06-Nov-2023**

Dr. Harjas Kaur
IIHMR, Jaipur

Dear Dr Harjas,

Congratulations! We are pleased to offer you a position at **Global Health Limited (Medanta)** on the following terms:

1.	Designation	Trainee – Medical Administration
2.	Total all inclusive CTC	- Rs. 25,000/- (Rupees Twenty Five Thousand Only) per month as stipend during Dissertation period - Rs 6,00,000/- (Rupees Six Lakhs Only) per annum upon completing the course i.e. dissertation submitted, final exams clear and degree being awarded. (feedback from supervisor at Medanta will also play important role at this step)
3.	Date of joining	15-Mar-2024 or earlier, if possible
4.	Place of posting	Gurgaon

Company shall conduct background verification through a third party agency post your joining. **YOUR EMPLOYMENT SHALL BE SUBJECT TO SUCCESSFUL COMPLETION OF VERIFICATION AND SUBMISSION OF REPORT SATISFACTORY TO THE COMPANY**

Additionally, you shall also undergo pre-employment health check-up process and this offer will be subject to you being found medically fit. You will also be governed by the general terms and conditions as published in the detailed appointment letter given to you post joining.

LIST OF DOCUMENTS REQUIRED FOR JOINING

1	Certificates & mark sheets of class 10th, 12th, Graduation, PG(mark sheet as well as degree) or any other professional course	2 Copies of each
2	State Registration certificate (valid) from respective Clinical/Nursing/Pharmacy Council (as applicable)	
3	Internship completion certificate & Course completion certificate	
Mandatory for Doctors: All documents mentioned above in Sl. No 1 & 2 needs to be self-attested		
4	**PAN CARD**	
5	Address Proof (Aadhaar card/Passport / Voter card / Driving license)	
6	Appointment Letter and salary slip from the last employer	
7	Relieving Letter/Resignation acceptance from the last employer	
8	Experience Certificate from all previous employers	
9	Other Documents • 4 Passport Size photographs • Copy of Vehicle Registration Certificate (RC) incase parking facility is required	

Please return the duplicate copy of this letter duly signed as acknowledgement in case offer is acceptable to you. We look forward to your being part of Medanta Family.

Yours faithfully,
For **GLOBAL HEALTH LTD**

SAURABH UPADHYAY
SENIOR VICE PRESIDENT & HEAD – HUMAN RESOURCES

Accept.....

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

1504

Meta16Labs Healthcare and Analytics Pvt Ltd.
8/2 Ulsoor Road, Bangalore - 560042

Date: 08 Jan 2024

To Whomsoever It May Concern

We would like to inform you about the successful completion of the recruitment process at M16Labs Healthcare and Analytics Pvt Ltd. We had the opportunity to interact with a pool of talented students from your esteemed institution, and after careful consideration, we are pleased to announce the selection of the following students for positions within our company:

Sr. No.	Name	Role	Position
1	Mr. Akash Sagar	PM- Client	Employee
2	Ms. Shivani Kanwar Deol	PM- Client	Intern
3	Ms. Vibhuti Chauhan	PM- Client	Intern
4	Mr. Suryaprakash Reddy	PM- Client	Intern
5	Ms. Gurleen Kaur	PM- Research	Intern
6	Dr. Shikha Mehta	PM- Research	Intern
7	Mr. Harsh Bansal	PM- Research	Intern
8	Mr. Ravikant Rathore	LIS Implementation Specialist	Intern

We were impressed with the skills, qualifications, and enthusiasm demonstrated by these students during the interview process. We believe that they will contribute significantly to our team and bring fresh perspectives to our projects.

Terms and Conditions:
To ensure clarity and understanding, please find below the terms and conditions of employment for the selected students:

1. During Dissertation Period:
   - Stipend: Rs. 10,000/-
2. After Dissertation - 3 Month Training/Probation Period:
   - Stipend: Increased to Rs. 18,000/-
3. After Probation Period:
   - Internal assessment will be conducted.
   - Based on the assessment, respective projects and job locations will be provided.
   - Salaries during this period will vary from Rs. 40,000/- to Rs. 60,000/-, depending on the role.
4. Travel Requirements:
   - If travel is required, the company will provide Transportation, Accommodation, and Food.

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1505

zyla Great Place To Work. Certified OCT 2022 - OCT 2024 INDIA

Date - 12th March 2024

Dr. Harshita Garg
New Delhi, India

Dear **Harshita**,

On behalf of Zyla Health Private Limited (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Associate Program Manager**. We extend this offer and the opportunity it represents, with great confidence in your abilities. You have made a very favourable impression on everyone you interviewed, and we are excited about the prospect of you joining our organization on **March 18, 2024**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer.

Your CTC shall be **Rs. 7,00,000 per annum** & have the following components: (Annexure - A).

- A Fixed Salary of **Rs. 5,50,000 per annum**
- A performance-linked year-end bonus of **Rs. 50,000**
- You are eligible for **Employee Stock Options** ("Options") under Zyla Health Private Limited **worth Rs. 1,00,000** with a 1-year cliff and 4-year vesting. The ESOPs shall be subject to terms and conditions stipulated in the *Grant Letter*, *Particulars of Grant*, and the *ESOP Plan* to be shared at the time of joining.

Role and responsibility:

- Work & lead on critical projects across domains. Create strategic frameworks, process roadmaps, and project success tracking mechanisms for these projects.
- Collaborate with internal stakeholders across care, medical, analytics, and tech teams to ensure end-to-end execution is delivered.
- For the external stakeholders, represent Zyla in all communications and negotiations. Work closely with different teams there for smooth delivery of the projects.
- Lead market research requirements for the project, to ensure the best practices are followed at Zyla.

Please sign here

Zyla Health Private Limited, INNOV8 Coworking LGF, Saket Salcon Rasvilas,
Saket District Centre, Sec 6, Pushp Vihar, New Delhi - 110017
CIN: U74999DL2017PTC343630 | www.zyla.in| care@zyla.in

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Kindly note -

- Your compensation details are confidential, and you may discuss them only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization.
- **Probation Period:** The probation period is **3 months**. Based on your performance, your PROBATION period may be extended by the company for a further period of 3 months and it's the sole discretion of the management.
- **Separation:** During the probation period both the company and the employee can decide to separate voluntarily. The company may at any time during the end of the PROBATION period, terminate your services without notice. In the event of such termination, you shall be entitled only to receive your dues up to the date on which your services are terminated (including the variable component). For Separation after the probation period, it is mandatory for the Employee to serve 2 (two) months notice period from the date of resignation. Any Employee not serving the notice period will waive off their rights to receive the remuneration for the past working month and the Company shall be entitled to recover any expenses for the period falling short of 2 months notice period.
- **Leaves:** For every working month, you will be entitled to **1.25 Earned Leaves and 0.5 Sick Leaves**.
- Your employment is governed by the *Terms and Conditions* and all rules, regulations, guidelines, policies, and practices of the Employer, which may be released and/or amended from time to time.
- **Validity of the Offer letter:** We would appreciate your acknowledging the receipt of this offer letter and acceptance of this offer within 24 hours from the date mentioned in this offer Letter, failing which this offer, will stand withdrawn.
- To accept the offer and the terms of this letter, please sign below in the space provided and email the scanned copy to aradhana@zyla.in. (Please make sure to include all pages).

Everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team. If you wish to discuss any details of this offer, please feel free to contact us.

Sincerely,
For Zyla Health Private Limited

Khushboo Aggarwal

Acceptance

I, **Dr. Harshita Garg**, hereby accept the terms and conditions of this employment offer. I will furnish all the documents for your records or shall be provided to the employer on the mutually agreed upon start date.

- Copy of Aadhar Card
- Copy of the PAN Card
- Formal Photograph (Self)

Please sign here

Annexure - A

Zyla Health Private Limited, INNOV8 Coworking LGF, Saket Salcon Rasvilas,
Saket District Centre, Sec 6, Pushp Vihar, New Delhi - 110017
CIN: U74999DL2017PTC343630 | www.zyla.in| care@zyla.in

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Dr. Harshita Garg	Associate Program Manager	
Description	**Monthly (Rs.)**	**Annual (Rs.)**
Basic Salary	19,560	2,34,722
House Rent Allowance (HRA)	9,764	1,17,162
Special Allowance	6,417	77,000
Medical Allowance	1,500	18,000
Conveyance Allowance	2,000	24,000
Leave Travel Allowance	2,500	30,000
Medical Insurance*	343	4,116
Provident Fund (Employee+Employer Contributions)	3,750	45,000
Fixed Salary	**45,833**	**5,5,000**
KPI-linked year-end bonus*		50,000
Employee Stock Options (ESOPs)		1,00,000
Cost to the Company (CTC)		**7,00,000**

*Medical Insurance to be paid by the employer on employee's behalf.
*KPI-linked year-end bonus is determined basis your performance against agreed KPIs. The bonus may be a percentage of the maximum agreed amount basis the performance.

Original bills towards the above components should be submitted during the Income Tax fiscal period evidencing the expenditure to get Income Tax exemption, failing which the same will attract applicable Income Tax. Your compensation above is subject to income tax deduction per rules and guidelines prescribed under the prevailing tax laws.

Please sign here

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Near Sanganer Airport, Jaipur-302029

1506

Tata AIG General Insurance Company Limited
Regd Office: 15th Floor, Tower A, Peninsula Business Park,
G. K. Marg, Lower Parel, Mumbai - 400 013,
Tel. No.: +91 22 66930000
www.tataaig.com
IRDA Registration No.: 108
CIN : U85110MH2000PLC128425

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TATA AIG INSURANCE WITH YOU ALWAYS

18 June 2024

Dr. Harsimran Khanna
29A
Patiala
Punjab 147001
India

Dear Harsimran

Subject: Offer Proposal

We, Tata AIG General Insurance Company Limited are pleased to extend you an offer proposal for the position of **MT** at **MT** in **Claims - Accident & Travel** department.

Your initial place of posting would be **Goregaon.** The Company reserves right to transfer you to any location / department and / or job role in India or abroad in the future, as maybe required for the Company's business requirement.

Your annual Cost to Company will be Rs. **900,000.00** per annum. The compensation details are detailed in the 'Annexure' to this offer letter. You will be eligible for performance bonus / incentives as per the Company's policies from time to time.

This offer letter is contingent upon the successful completion of health declaration and background verification that may be conducted by the Company or any other external agency authorized to conduct the same. By accepting this offer letter, you hereby give your unconditional consent to the Company or any third party appointed / nominated by the Company to conduct background verification including but not limited to current and past employers, criminal conviction records, university / school / college records, professional and personal references and other verifying sources / authorities.

We would expect you to revert with offer acceptance within 3 working days of receipt of this offer letter and join us latest on or before 22 July 2024, beyond which the offer and this offer letter would stand withdrawn, unless a new date is by the Company in writing.

A detailed appointment letter will be issued to you upon joining and completion of requisite documents submitted by you or as may be required by the Company.

Yours Sincerely,

For **Tata AIG General Insurance Company Limited.**

Jitesh Bawa

Chief Human Resource Officer

tataaig.com | *think ahead*

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ANNEXURE

Name	Harsimran Khanna
Designation	MT
Band	MT
Location	Goregaon
Department	Claims - Accident & Travel

Pay Component (A)	Per Annum (Rs.)	Remarks
Basic Salary	297,000.00	Fully Taxable
House Rent Allowance (HRA)	148,500.00	Taxability as per applicable IT provisions on HRA
Flexi Allowance Plan (FAP)	404,574.00	Taxability as per applicable IT provisions on (FAP)
Statutory Bonus	0.00	
Total of (A)	**850,074.00**	
Statutory Benefits (B)		
Provident Fund (Employer Contribution)	35,640.00	As per the applicable law
Gratuity	14,286.00	As per the applicable law
Total Fixed Cost (A+ B)	**900,000.00**	
Target Annual Performance Bonus (C)	**270,000.00**	Performance Bonus is payable once a year, maximum up to 30% of fixed CTC based upon the individual performance & Company performance. The mentioned is at Target level Company performance
Maximum Earning Capacity (A+B+C)	**1,170,000.00**	

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Statutory Bonus shall be payable in accordance with The Payment of Bonus Act, 1965, as applicable.

*Gratuity shall be payable in accordance with The Payment of Gratuity Act, 1972, as applicable.

*Note-All of the Above Payments would be subject to tax and other deductions as per norms.

Guidelines on Annual Performance Bonus:
You will be eligible for an Annual Performance Linked Bonus Pay in the relevant performance year under review which will be based on individual performance and Company performance. Target bonus amount mentioned above will be the maximum payable and there is no guaranteed amount. Any employee earning incentives during the year or serving notice period on the date of pay-out will not be eligible for this component. Payment of Annual Performance Bonus is as per the Company policy, which is subject to change basis management discretion.

Guidelines for Flexi Allowance Plan:	
a) Each employee is entitled to exercise his / her choice of apportionment of FAP subject to total limits available against each allowance	
b). The below selection shall be taxable / non-taxable as provided for under the Income Tax act and the rule there made under and amended from time to time	
Allow / Reimb Head	Permissible Limit (in INR)
Food Coupons	Rs 15000 (or) 26400 per annum
Gift Vouchers	Rs 4999 per annum
LTA	Upto Rs. 2 Lakhs per annum
Children Hostel Allowance	Rs 300 per child per month up to a max of 2 kids
Education Allowance	Rs 100 per child per month up to a max of 2 kids
Vehicle & Fuel Maintenance (Only for Band 3 & Above Levels)	Rs 21600 per annum
Driver Salary (Only for Band 3 & Above Levels)	Rs 10800 per annum
Telephone Reimbursement	Rs 12000 or 24000 per annum
National Pension Scheme	10% of the basic Salary or 1.5 Lakhs whichever is lower

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Other Benefits*	Cover
Group Mediclaim Insurance cover	Self, Spouse and 2 dependent children on a family floater basis.
Group Term Life Insurance cover	Two times of Annual fixed compensation less retirals or Rs.10,00,000 whichever is higher. (Retirals includes PF and Gratuity)
Group Personal Accident Insurance cover	Applicable as per the company policy.
Voluntary Parents Mediclaim Policy	An employee can cover his/her dependent Parents and/ or Parents in laws. This is a voluntary policy where the premium will be borne by the employee.

* Please refer the Individual Policy Documents for more details

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Near Sanganer Airport, Jaipur-302029

N Satheeshkanna

From: Pinki Singh
Sent: 24 June 2024 11:41
To: Vinod Tejwani
Cc: Deepika Joshi; Placements; N Satheeshkanna
Subject: RE: Request for Internship Opportunity for MBA 2022-2024 Batch student at Fortis, Jaipur|| IIHMR University, Jaipur ||

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Sir,

Greetings from Fortis Healthcare Jaipur!

I would like to inform you that, from the recruitment process, the below listed students are selected and please find the details below,

Sr. No.	Prefix	Selected Students	Designation	Yearly Compensation
1	Dr.	Himalaya Raj	Management Trainee	4 LPA
2	Mr.	Prashu Jain	Management Trainee	4 LPA
3	Mr.	Vishnu Saini	Management Trainee	4 LPA

Please advise these students to report to our office on 01st Jul. 2024 at 11:00 Hrs. for the documentation.

Thank you for your collaboration.

Regards,
Pinki Singh
Head – Learning and Development (FEHJ)

Fortis | Care. For good.

Fortis Escorts Hospital
Jawahar Lal Nehru Marg, Malviya Nagar, Jaipur,
Rajasthan - 302017 (India) | 24 hrs Emergency: 0141 254 7000
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1508

RED.HEALTH
THE EMERGENCY CARE EXPERTS

Appointment Letter

Himani Chanana

Dear **Himani,**

We are pleased to appoint you to the position of "**Management Trainee**" at StanPlus Technologies Pvt Ltd effective **14-Jun-24**, on the following terms & conditions.

Employment Agreement:

1. Commencement and continuation of Employment

1.1 Your employment will commence from your joining date as mentioned above and the same will be used for the purposes of calculating your period of continuous employment with StanPlus Technologies Pvt Ltd.

1.2 Your continued employment with StanPlus Technologies Pvt Ltd is subject to a number of factors, including but not limited to the following: (i) satisfactory completion of any checks or verifications (which may include a background check) required by the company; (ii) a determination by the company that the your employment will not give rise to any concerns under the company's Code of Conduct for all employees, including the conflict of interest provisions therein; and (iii) your execution of the Restrictive Agreement (which sets out provisions relating to the protection of the company's and any Group Company's business, including the company's Confidential Information and post-employment covenants).

1.3 Your compensation details are mentioned in "Annexure - A".

2. Reporting Manager

You will report to the **Vice President - Operations**

3. Work hours & Place of work

3.1 You shall perform the duties on a full-time basis divided over 5 working days per week. (Monday to Friday). Notwithstanding this, you may work such hours and at such times as may be agreed with your reporting manager.

3.2 You may be required to perform work on a weekly off, public holidays and in excess of the usual office hours when such is reasonably necessary for the proper performance of your duties. You shall not be entitled to any additional remuneration or overtime, unless required by local law.

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3.3 You shall perform your duties under this Agreement for the benefit of StanPlus Technologies Pvt Ltd at its premises in **Hyderabad** (base city). Other than the daily commute from your residence to your primary place of work and back, you may be expected to travel for work within or outside of your base city for work and in such a case this will be taken care of by the company as per its local and outstation travel policy. StanPlus Technologies Pvt Ltd is authorized to relocate your workplace to another location, temporarily or permanently, in accordance with business needs to the extent permitted by local law.

4. Probation Period

Following the commencement of your employment you would be on probation for a period of 6 months. Your confirmation at the end of the probation period is subject to the successful completion of the review of your performance. The sole discretion of your confirmation lies with the Company. In the event of unsuccessful probation, where the Company decides not to on-board you as a full-time employee, for reasons such as but not limited to non-performance issues, you would not be required to serve any notice period (unless the company elects to retain your services as per the notice period norms) and shall receive compensation in full only for the period served.

5. Leave

5.1 Annual Leave: You are entitled to **15** working days of annual leave every leave year. These will be accumulated at the rate of **1.25** working days per month at the end of each month.

5.2 Wellness Leave: You are entitled to **9** working days of leave every year that may be used for various wellness purposes including recovery. These will be accumulated at the rate of **0.75** leaves per month at the start of each month. If you are absent from work for any medical reason, you must inform your reporting manager or Human Resources Business Partner (HRBP) before 10:00 am (local time) on the first day of absence. You may also need to provide a valid medical certificate in case of extended absence from work in line with the company's leave policy.

5.3 Other Leaves: You may be entitled to other forms of leave in accordance with local law or the company's leave policy.

5.4 Public Holidays: You will be eligible for national and festival holidays as per the company policy.

6. Discontinuation of Services

Please note that this employment is for no fixed term and either the employee or the Company may terminate the employment relationship at any time for any reason in accordance with applicable Company policies and law.

6.1 If the employee resigns from his/her position during his/her probation period, he/she is required to provide a written notice and serve a notice period of 30 days. The Company may elect (but shall not be obliged) to terminate his/her employment prior to the date of completion of his/her notice. The company reserves the right to recover any dues pending if the notice period is not served.

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6.2 If the employee resigns from his/her position after confirmation of their services, he/she is required to provide a written notice and serve a notice period of **30** days. The Company may elect (but shall not be obliged) to terminate his/her employment prior to the date of completion of his/her notice. The company reserves the right to recover any dues pending if the notice period is not served.

6.3 Termination With Notice: Subject to any applicable statutory notice period, the company reserves the right to terminate your employment with notice since this agreement may be terminated by either party giving the other party a written notice or making a payment in lieu thereof.

6.4 Termination Without Notice: The company reserves the right to terminate this agreement without notice in the event of any act of gross misconduct or serious breach of the terms of this agreement. Any delay by the company in exercising such right of termination without notice shall not constitute a waiver thereof. The following is a non-exhaustive list of situations in which the company may terminate this Agreement without notice where appropriate.

(a) Serious misconduct, including violations of company policy, the Code of Conduct for all employees, the Employee Handbook and any relevant local addenda, and other applicable policies;

(b) you are expelled, suspended or subject to any serious disciplinary action by a relevant professional body or ceases to meet the requirements of any regulatory body or statutory authority as a result of which the Employee is no longer able to perform all or any of the duties under this Agreement

(c) your material neglect or material failure to perform your job duties and responsibilities

(d) your failure or refusal, after due notice, to comply with lawful policies or directive of the company

(e) your material breach of any contract or agreement with the company, or your material breach of any statutory duty, fiduciary duty or any other obligation that you owe to the company

(f) your commission of an act of fraud, theft, embezzlement or other criminal offence against the company or your engaging in any unprofessional, unethical or other intentional acts that materially discredit the company or are materially detrimental to the reputation, character or standing of the company

(g) your indictment, conviction or guilty plea with respect to any felony

7. Personal Data

7.1 The Employee acknowledges that the company will collect or receive personal information from or about the Employee in connection with his/her employment relationship with the company. Subject to applicable law, the company will handle such information in the manner described in the company's Employee Privacy Statement, as the company may update from time to time. The Employee acknowledges and agrees to the company's practices as described in the Employee Privacy Statement

7.2 The Employee acknowledges that the company may share his/her personal information with and/or transfer such information to the company's offices or personnel or to third parties.

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8. Other Terms & Conditions

8.1 Intellectual Property Rights: All intellectual property rights including but not limited to inventions, designs, architectures, code, ideas, concepts, methods and improvements, or parts thereof, which will be developed by you or jointly with others (whether or not employed by the Company or any associated company) during the course of the employment (whether developed during work hours or on Company premises or any projects prepared on Company laptops or using any other Company assets) and in any way concerning the activities of the Company, shall be the sole property of the Company, to the extent that the Company is not otherwise vested with all of the Intellectual Property Rights, you agree to assign free of cost to the Company all of your rights, titles and interest in the Intellectual Property Rights.

8.2 Confidentiality: Each employee must fully understand and acknowledge that during the course of employment each employee may carry out his/her duties of employment (including but not limited to, a duty of trust and confidentiality and a duty to act at all times in the best interests of the employer), detailed knowledge of and access to confidential information belonging to the Company will be acquired. This confidential information includes the company's proprietary and client-related information and is not limited to intellectual property, new products, operations, procedures and decisions, internal business systems, corporate plans, business methods, maturing new business opportunities, prospects and customers, marketing information and techniques.

8.3 Non-Solicitation: During your employment with the Company and for three (3) months after the cessation thereof, regardless of the reason of cessation of your employment, you will not, directly or indirectly, on your own behalf or on behalf of or in conjunction with any person or legal entity, recruit, solicit, or induce, or attempt to recruit, solicit, or induce, any employee of the firm, to cease their employment relationship with the Company

8.4 Non-Compete: As per the terms of this agreement, during your employment with the Company and for a period of 3 months after the cessation of your employment, either alone or jointly with or on behalf with any other person, directly or indirectly seek to do business with any person who has done business with the Company and/or any associated company as a supplier, customer, client, broker, agent or consultant and with whom the Company and/or the associated Company had dealings during the course of your employment. After the cessation (voluntary or initiated by the Company) of your employment with the Company you would not seek employment with any of the direct or indirect competitors of the Company, in sectors such as but not limited to Emergency, Medical Transport, Ambulance/Corporate Ambulance, Aviation Emergency, Ambulance Technology, Hospital Transport, Corporate OHC etc. for up to a period of 3 Months. Violation of a non -compete agreement will lead to appropriate action by the company proceeding up to a lawsuit.

8.5 Dual Employment: During your employment with StanPlus Technologies Pvt Ltd, you cannot be employed with any other firm, individual or individuals in any capacity such as but not limited to; full-time employment, part-time employment, retainership based consulting, consulting, freelancing or moonlighting. This clause is applicable for both paid and unpaid employment in any of the above categories. In case you are already engaged in any such employment at the time of your accepting an offer of employment from StanPlus Technologies Pvt Ltd, it is your duty to inform the People & Organization team about the same at the earliest. Based on the probability of conflict of interest, the StanPlus Technologies Pvt Ltd may ask you to terminate your agreement with the other employer and

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terminate your services with them. Any violation of the Dual employment policy will lead to immediate termination of employment with StanPlus Technologies Pvt Ltd without any notice as described in other provisions of this employment agreement.

9. Amendments

The Terms and Conditions of this agreement may be amended by the Company from time to time and shall be intimated to you in writing. The terms & condition and your compensation details are not be disclosed with anyone.

10. Governing Law & Jurisdiction

This Agreement shall be construed in accordance with and governed by the laws of India. Each party irrevocably agrees to submit to the non-exclusive jurisdiction of the courts of the city in which the Employee principally performs his/her duties under this Agreement over any claim or matter arising under or in connection with this Agreement.

Sincerely.

Naman ..

Naman Goel

VP - People and Organization

Read and Accepted

Himani Chanana

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Annexure A

Particulars	Annual Salary	Monthly Salary
Basic	1,58,400	13,200
HRA	63,360	5,280
Stat Bonus	13,200	1,100
Special Allowance*	3,32,796	27,733
Gross Pay	**5,67,760**	47,313
Provident Fund	21,600	1,800
Medical Insurance	10,640	887
Variable Pay	1,00,000	-
Total Fixed Cost to Company	7,00,000	50,000
Total Cost to Company	7,00,000	-

-

In addition to the above, you would also be entitled to the following –

- Longevity bonus (one-time) – INR 1,00,000 upon completing 12 months at the company
- Equity – You will receive ESOP grant worth of **INR 2,00,000** as per company policy

As an employee of StanPlus Technologies Pvt Ltd, you would also be eligible for –

- Group Medical Cover (GMC) for self, spouse and up to 2 dependent children – INR 5,00,000
- Group Personal Accident (GPA) Cover – INR 3,00,000
- Group Term Life (GTL) Cover – 36 months of Total Cost to Company as defined above

Retirals:

- Provident fund contribution is calculated @ 12% of an employee's basic salary (subject to a maximum of INR 1800 per month) as employer's contribution and the same amount is deducted from an employee's basic salary as the employee's contribution as per the Provident Funds and Miscellaneous Provisions Act, provides for compulsory contributory fund for the future of an employee after retirement or for their dependents in case of his early death.
- You would be eligible for gratuity as per the Payment of Gratuity Act of 1972, upon separation from the services of the company after a minimum of five years of employment with the company
- You can contribute up to 88% of your basic salary to your Provident Fund account in the form of Voluntary Provident Fund (VPF) by submitting a request on DarwinBox or with the People & Organization team.

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Note:

- Any tax liabilities arising out of the salary payout shall be deducted at source as per the Income Tax Act, 1961
- Tax computation shall be subject to investment declaration submitted by you
- All the above components and benefits are as per company's policies, which are subject to change from time without a prior intimation
- Professional Tax is subject to your base city

I, _____acknowledge and accept the terms & conditions mentioned above with regards to my compensation and benefits at StanPlus Technologies Pvt Ltd

Himani Chanana
Date:

Place:

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Indian Dental Association

President
Dr. Raveendranath M.

Hon. Secretary General
Dr. Ashok Dhoble

1509

Head Office
3rd Floor, Unit no.3A, Zone 1, DGP House, 88C Old Prabhadevi Road, Prabhadevi, Mumbai - 400 025
Maharashtra, India. Phone : 91-22-43434545. Email: ho@ida.org.in, Website: www.ida.org.in

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JOINING LETTER

29-07-2024

Mumbai.

Dear Dr Himani Balpande,

This is about your application for engagement of services, and the subsequent interview you had with the undersigned. We are pleased to accept your application to our company on the following terms and conditions:

1. NATURE OF ENGAGEMENT: Our company being a Service Provider to its various clients, the tenure of your engagement will be as per tenure of the Company's contract with the clients.

2. ROLE: Your role and responsibilities shall be as assigned by the Company. It may be reviewed by the Company from time to time. Additional details of your role and expected outputs will be provided to you upon your joining the company.

3. JOINING DATE: You shall join your duty on 29th July 2024 failing which the appointment shall automatically stand cancelled.

4. LOCATION: Presently you shall be located at Mumbai. However, you are liable to be transferred to any other department/section/place of business whether located in the same place or elsewhere, whether existing or to be existing later on. Upon all such transfers, the rules and regulations and also the terms and conditions of services contained in this letter will apply to you.

5. REMUNERATION: Your Annual Package will be of Rs. 6,00,000/-p.a. (Only) cost of the company (CTC). You will be entitled to the Incentive as per the Company Policy.

6. WORKING HOURS: The regular business hours for this position consist of 9 hours, with an allocated lunch period; Timings of work will vary at any time depending upon the need that arises that is suitable towards the business. Regular attendance during these business hours is an essential function of this position over a 5-day weekly working period (Monday – Friday). This position is deemed to be exempt for purposes of overtime eligibility. Without limiting the at-will nature of your engagement, unauthorized absences will subject you to disciplinary action including discharge without compensation. For any absence without proper permission, pay for that day will get deducted.

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Indian Dental Association

President
Dr. Raveendranath M.

Hon. Secretary General
Dr. Ashok Dhoble

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Maharashtra, India. Phone : 91-22-43434545. Email: ho@ida.org.in, Website: www.ida.org.in

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7. SICK LEAVE: You are entitled to a maximum of 12 (twelve) days of sick leave in a calendar year.

8. GENERAL CLAUSES: It is expected that in the discharge of your duties, you will maintain a level of discipline acceptable to the management. Your appearance will be neat. Men are expected to be clean-shaven or their facial hair has to be neatly trimmed. Women should ensure that their hair is properly managed and gives a neat appearance. At all times you shall be courteous to persons you deal with. Any untoward behaviour towards colleagues/persons you deal with will result in disciplinary action. You are expected to be attentive during your duty hours.

9. PROBATION: You will be on probation for 6 months from your date of engagement. During this period the company reserves the right to terminate your services by giving you a notice without assigning any reason. Your work will be reviewed from time to time during the period and a letter confirming your services shall be issued to you separately. If no letter of confirmation is issued to you, your probationary period will be deemed to have been extended without any change in terms and conditions subject to the provision that such probationary period shall not be extended for more than one year from the date you join duty. Your services may be dispensed with either during the initial period of probation or the extended period of probation without assigning any reason thereof. If an assignee wants to discontinue his/her services in the probation period he/she is required to serve one month's notice to the company.

10. CHANGES: Any change in the information originally given to the company like education qualifications, residential address, marital status, etc. should be forthwith notified to the management in writing to this effect within one week of such changes.

11. TERMINATION: After confirmation, your services will be liable to be terminated by either party by giving one month's notice or payment of an amount equal to one month's remuneration in lieu thereof. However, in case of termination of your services by the Management for any misconduct, you shall not be entitled to any notice or payment in lieu thereof. The company will have a right to recover the amount equivalent to one month's basic compensation by deducting it from the amount due to you, in case you fail to give one month's notice in writing.

12. RETURN OF COMPANY PROPERTY: On termination or request by management you are liable to deliver to the company all the documents, correspondence done with customers, identity cards, papers and records in whatever form including electronically held data containing or referring to any trade secrets or confidential information concerning the business of the Company, which may have been prepared by you or come into your possession, custody or control in the course of your engagement including any prior engagement. You shall not keep any copies of these items.

13. SUSPENSION PENDING DISCIPLINARY ACTION: In case you are charged with an act of misconduct, you may be suspended from service pending enquiry. If you are held guilty of the misconduct, you will not be entitled to any compensation for the suspension period and in case however, you are found not guilty, you will be treated as if you have been in service during this period.

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14. ABANDONMENT AND AUTOMATIC TERMINATION: Absence for a continuous period of 8 days, including absence when leave though applied but not granted and when overstaying in the sanctioned leave would make you lose your lien on the service and the same shall automatically come to an end without any notice or even intimation. You will be liable to pay one month's compensation instead of notice, which shall be deducted from your compensation or other dues.

15. MODE OF COMMUNICATION: For any service of notice of communication of whatever kind will be informed by email or ordinary post to the address given by you at the time of your engagement or such other address which you may hereafter intimate to the management.

16. MEDICAL FITNESS: The appointment and its continuance are subject to your being found and remaining medically (physically and mentally) fit. You shall appear before the medical officer of the company or any medical practitioner nominated for medical examination and/or health survey from time to time. You shall submit to such medical examination as required and failure to do so should be considered as a major misconduct.

17. WHOLE-TIME ENGAGEMENT: You will, while in our services, devote your whole time and attention to the business and interest of the company and you shall not engage in any other commercial business part-time or otherwise on your own accord or act as an agent, except with the prior written permission of the company.

18. COURT OF JURISDICATION: In the event of a difference or dispute between the parties to this contract an appropriate court in Mumbai only will have jurisdiction to entertain any suit or claim.

19. RENEWAL OF THE AGREEMENT: This contract of engagement shall be valid for 1 year after which it may be renewed at mutually acceptable terms.

We welcome you to our company and look forward to your growth in our company in the years to come. Please confirm acceptance of this engagement by signing the duplicate copy of this letter attached.

Best Regards,

Dr Ashok Dhoble

Hon. Secretary General

Indian Dental Association

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COMPENSATION ANNEXURE

NAME: DR HIMANI BALPANDE

DESIGNATION: MARKETING & BUSINESS DEVELOPMENT EXECUTIVE

DEPARTMENT: RESEARCH

REPORTING AUTHORITY: DR LAKSHMI BALRAJ

CTC: 6,00,000

Components	Per Month	Per Annum
Monthly Pay out	42,000	5,04,000
Conveyance Allowance*	2,000	24,000
Performance Pay**		69,600
Professional Tax (Monthly Deduction)	200	2400
*The reimbursement of fare is to be limited to the fare to the destination by the shortest route in the entitled class by train or actuals, whichever is lower for professional work visits. Such reimbursement will be subject to production of invoices to claim reimbursement. **Annual Variable Pay (At target) For achieving performance targets equivalent to Good. The multipliers expected to apply for other ratings are: Excellent - 2, Very Good - 1.5, Fair - 0.85, Not Satisfactory - 0, and Poor - 0. Payout is subject to confirmation of service and employment till the end of the financial year. – KRA and KPI Annexure attached.		
Cost to Company (CTC)		**6,00,000**

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KRAs and KPIs for first three months

1. Develop a stakeholder engagement plan for enhancing IDA operation
   - Reach out to 10 organisations (Pharma, Trade industry – Oral healthcare products, Consulting Organisations, CROs, Technology partners, Government).

2. Prepare a business case to address the needs of the above organisation
   - Align common interests of the collaborating partner/client and IDA.
   - Business plan focussing on the revenue and expenses plan to deliver on the project incorporating clear Quantifiable metrics and proposed Timeline of the deliverables.

3. Onboard 3-5 business deals for the organisation (in increasing order of trajectory)
   - Revenue ranging from 08 lakhs – 50 lakhs INR

4. Participate in trade and create an ecosystem for IDA, both nationally and internationally
   - Enhance the brand visibility of IDA through its services
   - Presenting the work at national and international platforms

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1510

KRISHIV
Health Care

DATED: 29TH MAY,2024

Ms. Himani Sharma

We are pleased to offer you position of "MANAGEMENT TRAINEE" in the Department "OPERATION/MARKETING/QUALITY/ADMINISTRATION" of our organization for SKMH, Jaipur, Rajasthan (A Unit of Krishiv Health Care, Jaipur) on mutually agreed terms and conditions during the interview. Please proceed to join your duty at the earliest but not later than 15TH JUNE, 2024.

Your appointment shall be effective from the date of joining. To enable us to complete you're joining formalities, please bring along following documents in original with a self-attested photocopy at the time of joining our organization.

1. All Academics Certificates from SSC / equivalent onwards.
2. School leaving certificate / any proof of Date of birth.
3. PAN Card.
4. Aadhar Card.
5. Copy of Resignation Certificate duly acknowledged.
6. Relieving Letter from last employment.
7. Passport size photographs -6 nos.
8. Proof of two past employments.
9. Proof of last drawn salary - salary slip /bank transfer advice/ appointment/Increment letter.
10. Passport, if available.
11. Covid Vaccine Certificate.
12. Address proof (Voter's ID/ Ration card / E-Bill/ DL/ Adhar card).
13. One Cancelled Bank Cheque.
14. Any other document like Appreciation Letter, Award Certificate obtained during job.

Your appointment is subjected to verification of all the documents, medical check-up report and reference check. Your appointment is contractual in nature. Please note that delay in joining beyond the specified date mat result in cancellation of this offer.

Please sign & return a copy of this letter as acceptance of the offer within 48 hours. This is a confidential document and cannot be shared by you with any third party.

For SKMH, Jaipur,
(A unit of Krishiv Health care)

Authorized signatory

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Sardarmal Khandaka Memorial Hospital
Hathoj, Kalwar Road, Jaipur - 302012
Phone : +91 141 2860259
Mobile : +91 9251005842
Email : info@krishivhealthcare.com
www.krishivhealthcare.com

Anita Thapa

From: *Vinod Tejwani*
Sent: *20 May 2025 17:17*
To: *Anita Thapa*
Subject: *FW: REGARDING RECRUITMENTS*

Follow Up Flag: *Follow up*
Flag Status: *Flagged*

With Regards,

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

Go Green: - Please do not print this email unless it is necessary. Every unprinted email helps the environment

From: KRISHAN GOPAL KUMAWAT <kg_kumawat@yahoo.com>
Sent: 29 May 2024 03:55 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Kirti Agarwal <kirti@iihmr.edu.in>; kirtika.singh18@gmail.com
Subject: REGARDING RECRUITMENTS

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Vinod Tejwani

Thank you so much for your coordination and support for hiring freshers. Based on the interaction and interview process done on 27th May 2024 at IIHMR University Jaipur , we have selected below candidates for positions at Krishiv Healthcare. All of them will be kept on 6 months' probation period and during probation period we will pay Rs. 25000/- per month for each student as a stipend. After completion of 6 months' probation period we will finally appoint them on our permanent roll with a salary between 6 LPA- 7.2 LPA based on performance with extra perks if any.

		During Training		Post Submission of Degr	
Candidate Name	**Unit Name**	**Designation**	**Stipend P.M.**	**Designation**	**C**
Dr. Manya Saraswat	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager- Operations/ Quality/ Supply Chain/ any other	6
Dr. Akshat Tomar	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager- Operations/ Quality/ Supply Chain/ any other	6
Mr. Ashok Sharma	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager Operations/ Quality/ Supply Chain/ any other	6
Ms. Himani Sharma	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager- Operations/ Quality/ Supply Chain/ any other	6

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Ms. Swati Saha	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager- Operation/Quality/ Supply Chain/ any other	6
Mr. Suneet Mukherjee	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager- Operations/ Quality/ Supply Chain/ any other	6

We request your support in sharing these letters with the respective students and we would appreciate it if you could share the signed copies of these letters with us.

With Regards,

Human Resource

Krishiv Healthcare

Contact us -0141-2860259

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

PWC_Himanshi Pandey.msg Open Share

From: Himanshi Pandey <himanshi.hm27@iihmr.in>
Sent on: Tuesday, April 25, 2023 1:33:50 PM
To: Placements <placements@iihmr.edu.in>
CC: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Subject: Fwd: Congratulations on your PwC job offer

Follow up: Follow up

Get Outlook for iOS

From: pwc@myworkday.com <pwc@myworkday.com>
Sent: Tuesday, April 25, 2023 10:40 AM
To: himanshipandey05@gmail.com <himanshipandey05@gmail.com>
Subject: Congratulations on your PwC job offer



Hello Himanshi ,

Congratulations! We're delighted to extend you an offer with PwC India.

Offer details will be posted to your Candidate Portal shortly. Please login to review your documents and complete any pending tasks once the offer letter is available on the candidate portal

https://pwc.wd3.myworkdayjobs.com/Global_Experienced_Careers/login

If you have any questions regarding your documents, please contact your recruiter.

We look forward to hearing from you soon.

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Network Structure Legal Entities Code of Conduct Member Firms Site Provider Legal Disclaimer ATS Privacy Statement Cookies Policy

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Your total rewards statement

Name:		Employee ID:	XXXXXXXXX
LoS:	Advisory	SBU:	
Management Level:	Associate	Effective Date:	01 Apr 2023

My pay: Performance based and best-in-class payouts.

Components		Annual	Monthly
Total Base Pay	Basic	280000	23333
	House Rent Allowance	140000	11667
	Provident Fund (Employers' Contribution)	33600	2800
	Total	**453600**	**37800**
	**Reimbursable Flexible Benefits (RFB) & Employers' contribution to National Pension Scheme	246400	20533
	Total Base Pay	**700000**	**58333**
Performance Incentive	Variable Pay (earning potential @25% for Top Rater)*	175000	
JB	**One time ex-gratia payment**	**0**	
Total Rewards	**Potential Total Cash Compensation in the first year**	875000	
Gratuity	Annual Gratuity Contribution (Contribution@4.81% of Basic)	13468	
Insurances	Estimated Cost of Insurance Premium paid (includes GMC, GPA & GTLI)	11097	
CTC	**Total Cost to Company in the first year**	**899565**	

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*Performance Based - Range : 0% - 25%
**This Annual Variable Pay (Earning Potential) range is only indicative. The actual Annual Variable Pay each year, will vary and can be higher or lower based on overall Firm/Company/LLP, LoS, team and individual performance. More details are available in the Total Rewards policy and the Annual Variable Pay related guidelines.
***In case, you resign from the services of the Company within a period of one year from the date of joining, the entire ex-gratia payment will be repayable by you to the Company forthwith.

My health and wellbeing: We value your hard work and your wellbeing

		Sum insured	
Health and welfare benefits	**Medical insurance** **• Insurance for you and your immediate family, including same sex/domestic partners** **• With an option to include parents as well as parents-in-law at a special price**	**300000**	
	Personal accidental insurance	**500000**	
	Term life insurance	**2250000**	
Focus on holistic wellbeing (Visit the People Wellness app)	Free access to expert **doctors** - Teleconsultation Services	Annual health check-ups through firm initiated tie-ups	Wellness initiatives for holistic wellbeing: · We for Wellness series, regional and firmwide sessions. · Cult. fit app access, special employee memberships.
	Safe space for you and your immediate family members to seek free professional counseling - PwC Cares (Employee Assistance Programme)	Balancing wellbeing and productivity through firm-wide year-end break and Pens down days, apart from individual time off and flexibility options	Opportunities to be the best version of yourself by volunteering for purposeful work through the PwC India Foundation

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Sanganer, Jaipur-302020

My career growth: We're investing in your future by strengthening your skillset today.

Recognition	We appreciate and value effort - we say kudos for a good job done or for achieving a milestone by leveraging our STAR&R portal. There are a host of awards - including monetary awards as well as morale boosting awards.		
Career enhancement programmes through continuous upskilling and trainings	Free access to **LinkedIn Learning**, that houses over 16,000 courses.	Firm sponsored career enhancing **certification courses** and tie ups with Coursera, Udemy, edX, Simplilearn, Pluralsight, Edureka	**Towards Leadership** programmes for high potential Associate Directors and Directors nominated to be nurtured as leaders of tomorrow.
	Role transition training for new Senior Associates, Managers, Associate Directors and Directors with Eubrics, SP Jain, IIM, Ahmedabad and ISB, respectively.	**Structured and self-paced learning** options include classroom, webinars, virtual and instructor-led as well as e-learn options on **Vantage.**	Access to **Acing Digital** programme, **LoS specific**, technical training programmes for skill, building along with foundational and **compliance** trainings.

My personal aspirations: Flexibility. Success. You can have both here.

Even as we deliver excellence, we believe that taking downtime is important. Apart from the national/regional holidays, firmwide year-end break and Pens down days, you can make the most of the leaves available to you. Choose how, when and where you work - to support your needs and interests in and outside of work. Workplace flexibility is about working creatively to manage our lives at work and at home. Know more here. We understand that one size doesn't fit all - we"re tech-powered to enable our people to be their authentic selves and support them through various junctures of their life.

- There are simple ways to build some **flexibility into your work schedule on a routine basis by using flexitime, go do it** and other flexible working options.
- Long term flexibility options such as sabbaticals, reduced hours, retain your rating, etc are also available.

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

1503

Anita Thapa

From: *Vinod Tejwani*
Sent: *07 December 2023 11:23*
To: *Anita Thapa*
Subject: *FW: Selected Candidates Status - Invitation for Campus Engagement- IIHMR University, Jaipur*

With Regards,

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

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From: Rahul Khandelwal <rahul.khandelwal@fortishealthcare.com>
Sent: Monday, November 20, 2023 5:50 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Ravi Ranjan Kumar Ravi <ravi.ranjan@fortishealthcare.com>
Subject: Selected Candidates Status - Invitation for Campus Engagement- IIHMR University, Jaipur

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Dear Vinod,

Please find the below final selected candidates , their offer letters will be shared soon –

The IIHMR University
Registrar
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

During Dissertation	Post Submission of Degree

Name of an Employee	Unit Name	Designation	Stipend P.M.	Designation	CTC (PA)
Dr. Hitendra Baro	FMRI	Management Trainee	30,000	Assistant Manager	480,000
Dr. Rajat Dewan	FMRI	Management Trainee	30,000	Assistant Medical Superintendent	1,200,000
Dr. Nitika Yadav	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Ms. Isha Singh	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Dr. Rishabh Yadav	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Medical Superintendent	1,200,000
Ms. Ruby Gautam	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Dr. Shivani Salar	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Ms. Shalini Nandi	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000

CTC includes all retirals and benefits. Tax applicability will be there as per the laws.

Please confirm their tentative joining for Offer letter generation.

Regards,
Rahul Khandelwal

From: Rahul Khandelwal
Sent: Tuesday, November 7, 2023 10:18 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Subject: RE: Invitation for Campus Engagement- IIHMR University, Jaipur

Dear Vinod,

Please find the attached Group Composition for GD round.

Regards,

1514

cloudnine

Date: **Mar 16, 2024**

Dear Dr.(Ms.) Ingle Rachana Raju,

Congratulations! You've landed on Cloudnine!

We are delighted to offer you the position of **"Asst. Manager - Operations"** in the **"Center Management Team"** department.

On Cloudnine, we are continually scouring the country for bright, young talent who can infuse our brand with new blood, energy and spirit. We are a community of vibrant minds and kindred souls. And we'd love for you to be a part of it. We found that your experience and outlook meshes well with the skill sets we are looking for in this role, and we look forward to the value that you can add to our organization.

As and on Cloudnine, our organizational fabric is seamed together by four intrinsic values: Respect, Innovation, Customer Centricity and Integrity. We pride ourselves on being an organization that is equally outward and inward looking, channeling the energies harboured within us to our customers and well-wishers.

Our brand is also deep-seated in a guiding trinity we've christened the 3C's: comprehensive care, clinical excellence and celebration. These principles lead the Cloudnine way beautifully, marrying superior care with little flashes of delight. Just as surely as the 3Cs are exemplified towards guests, they are mirrored towards employees. Our organization is rooted in superlative employee satisfaction and care, and the celebration of milestones big and small. Our work is tightly tethered to passion and play, and we love what we do. We cherish each day, and we want you to do the same.

There's only one step left before we embark on this brand-new, exciting journey. By accepting this offer letter, you can take your first step on Cloudnine. We promise you a treasure trove of new experiences that will keep you on Cloudnine for a long time to come.

You are requested to join us on or before **April 01, 2024**,
This job offer is contingent upon the following:

1. Completion of a satisfactory background check.
2. Satisfactory reference checks.
3. Execution of an employment/non-compete/confidentiality agreement.
4. Satisfactory Health checks.

For any questions, please feel free to respond to this email and I'll be happy to address them for you.

Yours sincerely,

Sofia Joseph
Head–Human Resources

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

cloudnine

Date: **Mar 16, 2024**

Dr.(Ms.) Ingle Rachana Raju,

Annexure-I

	Monthly	Annualized
Earnings		
Basic + DA	20308	243696
HRA	10154	121848
Special Allowance	20308	243696
Gross Earnings	50770	609240
Retirals		
PF Contribution (Employer)	0	0
Meritorious Contribution	977	11724
Statutory Bonus		
Advance Statutory Bonus **	1516	18192
Performance Linked Pay		
Performance Linked Pay *	5077	60924
Incentive	0	0
Cost to Company		
Cost to Company	58340	700080
Deductions		
ESI Contribution (Employee)	0	
PF Contribution (Employee)	0	
Professional Tax (Employee)	200	
Total Deductions	200	
Monthly Take Home ***	52086	

*** Performance Linked Pay and Meritorious Contribution as per policy.**
**** Monthly Advance Statutory Bonus paid against Annual Statutory Bonus amount.**

***** Take Home is before Income Tax and excluding Performance Linked Pay and Health Insurance Deductions**
- **Applicable tax to be borne by the employee.**
- **Health Insurance Coverage for Self and Family & Accident Insurance Coverage for Self as per policy and deductions made at actuals.**
- **Special Allowance may be allocated to reimbursement options detailed below.**

Reimbursement Options	Annual Limit
Food Coupons	Rs. 30,000

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1515

Anita Thapa

From: *Vinod Tejwani*
Sent: *07 December 2023 11:23*
To: *Anita Thapa*
Subject: *FW: Selected Candidates Status - Invitation for Campus Engagement- IIHMR University, Jaipur*

With Regards,

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

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From: Rahul Khandelwal <rahul.khandelwal@fortishealthcare.com>
Sent: Monday, November 20, 2023 5:50 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Ravi Ranjan Kumar Ravi <ravi.ranjan@fortishealthcare.com>
Subject: Selected Candidates Status - Invitation for Campus Engagement- IIHMR University, Jaipur

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Dear Vinod,

Please find the below final selected candidates , their offer letters will be shared soon –

During Dissertation	Post Submission of Degree

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Name of an Employee	Unit Name	Designation	Stipend P.M.	Designation	CTC (PA)
Dr. Hitendra Baro	FMRI	Management Trainee	30,000	Assistant Manager	480,000
Dr. Rajat Dewan	FMRI	Management Trainee	30,000	Assistant Medical Superintendent	1,200,000
Dr. Nitika Yadav	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Ms. Isha Singh	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
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Dr. Shivani Salar	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Ms. Shalini Nandi	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000

CTC includes all retirals and benefits. Tax applicability will be there as per the laws.

Please confirm their tentative joining for Offer letter generation.

Regards,
Rahul Khandelwal

From: Rahul Khandelwal
Sent: Tuesday, November 7, 2023 10:18 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Subject: RE: Invitation for Campus Engagement- IIHMR University, Jaipur

Dear Vinod,

Please find the attached Group Composition for GD round.

Regards,

Registrar
The IIHMR University
1, Pakhru Dayal Marg
Near Sangane Airport, Jaipur-302029

Tata AIG General Insurance Company Limited
Regd Office: 15th Floor, Tower A, Peninsula Business Park,
G. K. Marg, Lower Parel, Mumbai - 400 013,
Tel. No.: +91 22 66930000
www.tataaig.com
IRDA Registration No.: 108
CIN : U85110MH2000PLC128425

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13 June 2024

Dr. Jahnavi Upadhyay
A-210
Lucknow
Uttar Pradesh 226025
India

Dear Jahnavi

Subject: Offer Proposal

We, Tata AIG General Insurance Company Limited are pleased to extend you an offer proposal for the position of **MT** at **MT** in **Claims - Health** department.

Your initial place of posting would be **Noida.** The Company reserves right to transfer you to any location / department and / or job role in India or abroad in the future, as maybe required for the Company's business requirement.

Your annual Cost to Company will be Rs. **900,000.00** per annum. The compensation details are detailed in the 'Annexure' to this offer letter. You will be eligible for performance bonus / incentives as per the Company's policies from time to time.

This offer letter is contingent upon the successful completion of health declaration and background verification that may be conducted by the Company or any other external agency authorized to conduct the same. By accepting this offer letter, you hereby give your unconditional consent to the Company or any third party appointed / nominated by the Company to conduct background verification including but not limited to current and past employers, criminal conviction records, university / school / college records, professional and personal references and other verifying sources / authorities.

We would expect you to revert with offer acceptance within 3 working days of receipt of this offer letter and join us latest on or before 22 July 2024, beyond which the offer and this offer letter would stand withdrawn, unless a new date is by the Company in writing.

A detailed appointment letter will be issued to you upon joining and completion of requisite documents submitted by you or as may be required by the Company.

Yours Sincerely,

For **Tata AIG General Insurance Company Limited.**

Jitesh Bawa

Chief Human Resource Officer

tataaig.com | *think ahead*

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ANNEXURE

Name	Jahnavi Upadhyay
Designation	MT
Band	MT
Location	Noida
Department	Claims - Health

Pay Component (A)	Per Annum (Rs.)	Remarks
Basic Salary	297,000.00	Fully Taxable
House Rent Allowance (HRA)	148,500.00	Taxability as per applicable IT provisions on HRA
Flexi Allowance Plan (FAP)	404,574.00	Taxability as per applicable IT provisions on (FAP)
Statutory Bonus	0.00	
Total of (A)	**850,074.00**	
Statutory Benefits (B)		
Provident Fund (Employer Contribution)	35,640.00	As per the applicable law
Gratuity	14,286.00	As per the applicable law
Total Fixed Cost (A+ B)	**900,000.00**	
Target Annual Performance Bonus (C)	**270,000.00**	Performance Bonus is payable once a year, maximum up to 30% of fixed CTC based upon the individual performance & Company performance. The mentioned is at Target level Company performance
Maximum Earning Capacity (A+B+C)	**1,170,000.00**	

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Statutory Bonus shall be payable in accordance with The Payment of Bonus Act, 1965, as applicable.

*Gratuity shall be payable in accordance with The Payment of Gratuity Act, 1972, as applicable.

*Note-All of the Above Payments would be subject to tax and other deductions as per norms.

Guidelines on Annual Performance Bonus:
You will be eligible for an Annual Performance Linked Bonus Pay in the relevant performance year under review which will be based on individual performance and Company performance. Target bonus amount mentioned above will be the maximum payable and there is no guaranteed amount. Any employee earning incentives during the year or serving notice period on the date of pay-out will not be eligible for this component. Payment of Annual Performance Bonus is as per the Company policy, which is subject to change basis management discretion.

Guidelines for Flexi Allowance Plan:	
a) Each employee is entitled to exercise his / her choice of apportionment of FAP subject to total limits available against each allowance	
b). The below selection shall be taxable / non-taxable as provided for under the Income Tax act and the rule there made under and amended from time to time	
Allow / Reimb Head	Permissible Limit (in INR)
Food Coupons	Rs 15000 (or) 26400 per annum
Gift Vouchers	Rs 4999 per annum
LTA	Upto Rs. 2 Lakhs per annum
Children Hostel Allowance	Rs 300 per child per month up to a max of 2 kids
Education Allowance	Rs 100 per child per month up to a max of 2 kids
Vehicle & Fuel Maintenance (Only for Band 3 & Above Levels)	Rs 21600 per annum
Driver Salary (Only for Band 3 & Above Levels)	Rs 10800 per annum
Telephone Reimbursement	Rs 12000 or 24000 per annum
National Pension Scheme	10% of the basic Salary or 1.5 Lakhs whichever is lower

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Other Benefits*	Cover
Group Mediclaim Insurance cover	Self, Spouse and 2 dependent children on a family floater basis.
Group Term Life Insurance cover	Two times of Annual fixed compensation less retirals or Rs.10,00,000 whichever is higher. (Retirals includes PF and Gratuity)
Group Personal Accident Insurance cover	Applicable as per the company policy.
Voluntary Parents Mediclaim Policy	An employee can cover his/her dependent Parents and/ or Parents in laws. This is a voluntary policy where the premium will be borne by the employee.

* Please refer the Individual Policy Documents for more details

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The IIHMR University
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Near Sanganer Airport, Jaipur-302029

Placements

From: *Monika Priyadarshini /CORP PPD <monikap@cloudninecare.com>*
Sent: *29 January 2024 16:03*
To: *Vinod Tejwani; N Satheeshkanna*
Cc: *Sofia Joseph /CORP*
Subject: *RE: Selection List - Cloudnine Group of Hospitals*

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Hi Mr Vinod,

As discussed, Internship letters are shared with Janhavi, Ayushi & Sherya to join us from 05-Feb-24.

HR Internship stipend – 23500/-pm
Upon completion of MBA for HR selects – 6LPA CTC

8 Operations selects – 7LPA CTC
Please confirm the DOJ to mention in their offer letters.

Regards,

Monika on Cloudnine

People Department

+91 7338699984
www.cloudninecare.com

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INDIA'S LEADING CHAIN OF MOTHER & CHILD CARE HOSPITALS

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From: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Sent: 08 January 2024 3:22 PM
To: Monika Priyadarshini /CORP PPD <monikap@cloudninecare.com>; N Satheeshkanna <satheeshkanna@iihmr.edu.in>

Cc: Sofia Joseph /CORP <sofia@cloudninecare.com>; Arushi Joshi /OAR OPS <arushij@cloudninecare.com>; Tridip Chatterjee /CORP PHM <tridipc@cloudninecare.com>; Sneha Kuruvilla /SKR OPS <drsnehaa@cloudninecare.com>; Niyati Talwar /EDH PHM <niyatit@cloudninecare.com>; Ekta Agarwal <ektaa@cloudninecare.com>
Subject: RE: Selection List - Cloudnine Group of Hospitals

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Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Ms. Monika,

At the outset let me thank you and team Cloudnine care for recruiting talent from IIHMR University Jaipur.

I am sure that the selected students will be at par with their performance and will add on to the growth of Cloudnine.

Cloudnine Hospital- Students' Documents

Cloudnine Hospital_Document Submission

Please also do let us know the Interview schedule for Mr. Anunay Maithani.

- Mr Anunay Maithani – Mktg & Ops – Final Interview on Monday (link & time will be confirmed shortly)
- Ms Ayushi Agarwal – HR - Final Interview on Tuesday (calendar blocked)
- Ms Janhavi Pisat – HR- Final Interview on Tuesday (calendar blocked)
- Ms Shreya Dey – HR- Final Interview on Tuesday (calendar blocked)

With Regards,

IIHMR UNIVERSITY

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

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---

From: Monika Priyadarshini /CORP PPD <monikap@cloudninecare.com>
Sent: Saturday, January 6, 2024 2:31 PM
To: N Satheeshkanna <satheeshkanna@iihmr.edu.in>; Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Sofia Joseph /CORP <sofia@cloudninecare.com>; Arushi Joshi /OAR OPS <arushij@cloudninecare.com>; Tridip Chatterjee /CORP PHM <tridipc@cloudninecare.com>; Sneha Kuruvilla /SKR OPS <drsnehaa@cloudninecare.com>; Niyati Talwar /EDH PHM <niyatit@cloudninecare.com>; Ekta Agarwal <ektaa@cloudninecare.com>
Subject: Selection List - Cloudnine Group of Hospitals
Importance: High

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr Vinod/Mr Satheesh,

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

As per our Interviews on 05-Jan-24 & 06-Jan-24, following are the selected list of students. Please help us with the documents as mentioned below to close the offer –

Sl No	Name	Department
1	Dr Swarandeep Kaur	Operations
2	Mr Siddharth Sharma	Operations
3	Dr Trisha Sharma	Operations
4	Dr Akankhya Jena	Operations
5	Dr Richa Gupta	Operations
6	Ms Rincy Reji	Operations
7	Dr Ingle Rachana Raju	Operations
8	Dr Rohan	Operations

Sl No	Name	Department
1	Sounak Ghosh	Pharma
2	Jeminee Jaiswal	Pharma

Please Note - Following are first level shortlists & will have final interviews on –

- Mr Anunay Maithani – Mktg & Ops – Final Interview on Monday (link & time will be confirmed shortly)
- Ms Ayushi Agarwal – HR - Final Interview on Tuesday (calendar blocked)
- Ms Janhavi Pisat – HR- Final Interview on Tuesday (calendar blocked)
- Ms Shreya Dey – HR- Final Interview on Tuesday (calendar blocked)

List of Documents Required for further process (only selects) –

- All education mark sheets starting from 10th to MBA
- Aadhar copy
- PAN copy
- Blood Group

Regards,

Monika on Cloudnine

People Department

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www.cloudninecare.com

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VON
Vermont Oxford
NETWORK
INDIA TODAY
GROUP
KIDS
ST P
PRESS
Entrepreneur
FAST COMPANY
60 MOST
INNOVATIVE
COMPANIES
Forbes

HJ HOSPITALS
UN PAS VERS UNE VIE DE QUALITE

EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT (here in after referred to as **"AGREEMENT"**, which expression shall include the Schedule(s) here of and all amendments made from time to time) is executed at _____ on this ____ day of_____ by and between:

PARTIES TO THIS AGREEMENT:

M/s HJ Hospitals Sarl, Kinshasa, Democratic Republic of the Congo (DRC) a unit of H.J. Group of Companies registered under the RCCM: CD/KIN/RCCM/14-B-01858 ID NAT: 01-933-N779658W having its registered office at 22309, Boulevard Lumumba, Croisement T.P./Funa Limete Industriel, Kinshasa, DRC (hereinafter also referred to as ***"the Employer / Hospital"*** which expression shall, unless repugnant to the context or bearing thereof, be deemed to mean and include its successors in business, permitted assigns, heirs, representatives, nominees, associate/ subsidiary of the Employer, any of its Group Company (ies), (etc) as the **First Party;**

AND

Ms Janhavi Singh aged 25 years, S/o _____having Permanent residence at _____ being a citizen of **India** bearing Passport Number: (here in after also referred to as ***"the Employee"***) of the ***Second Party***.

The First Party and Second Party collectively referred to as ***"Parties"***

WHEREAS, HJ Hospitals Sarl, Kinshasa, DRC is a subsidiary/unit of H.J. Group of Companies which is based in DRC and is engaged in operation and management of 200 bedded multispecialty hospital in Kinshasa, DRC; and hereby appoints **Ms Janhavi Singh** as **Assistant manager** with effect from the date of joining as per the terms and conditions contained in herein below provided in this agreement.

AND WHEREAS, the Employee has agreed to invest time and efforts to serve the Employer as **Assistant manager** and to fulfil the job requirements up to the expected level and shall be paid remuneration during the period of employment as decided by the from time to time and as agreed in this Agreement.
AND WHEREAS the aforesaid parties hereto are desirous of recording the said terms and condition to legally bind the parties to this agreement.

NOW THIS AGREEMENT WITNESSES AS UNDER: -

1. **JOB PROFILE AND DESCRIPTION:**
   As **Assistant manager** for HJ Hospitals Sarl, Employee have to work in the ***MRD-Clinical Research and Academy*** as mentioned in your JD & KRA.

2. **EMOLUMENTS & REMUNERATION:**

2.1 The Employee shall be entitled to receive his monthly salary as per the attached **Annexure-1**.

2.2 EXTRA PERKS AND ADVANTAGES:

a. Semi-furnished accommodation **Sharing Room in** DRC shall be provided for the Employee. Any other expenses pertaining to employee stay in DRC shall be borne by the Employee.

b. Canteen facility is available at hospital premises, where Employee can avail the facility during the employment period & **USD 150** (Us Dollars One Hundred Fifty Only) will be deducted from **Employee** salary on monthly basis. In case the Employee opts for self-food arrangements no deduction would be applicable.

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info@hjhospitals.org I www.hjhospitals.org
Kinshasa: Limete - Gombe - Masina I Lubumbashi

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c. All medical expenses (excluding pre-existing and chronic diseases, dental, ophthal, Physiotherapy and dermatology) of the Employee at DRC, will be borne by the Employer.

d. The Employer will not provide the Employee with any type of Life Insurance, Health Insurance and or any other policy/agreement which will financially cover the Employee in case of any injury, permanent disability and or death. If an Employee wishes to avail any such policy/agreement (as mentioned above) during the period of Employment Contract with HJ Hospitals, the cost will be borne by the Employee only.

2.3 No other communications as well as commitment are made by the Employer for remunerations or otherwise, other than as mentioned in Clause 2 of this Agreement to the Employee.

3. DATE OF JOINING

This agreement shall be deemed effective from the date of joining (first working day after reporting at Kinshasa, DRC).

4. PROBATION PERIOD

4.1 The Employee will be on probation period for Six (6) months, from the date of joining the Employer. During the probation period, the Employer can terminate the contract by giving 7days notice period in case of unsatisfactory performance of employee. During the probation period, the performance will be evaluated on below parameters;

1. Employees' KRAs
2. Clearing level 2 French language

However, the probation can be extended further for 2 months, on failure of clearing the performance review conducted by the Employer.

5. TENURE OF SERVICE & AGREEMENT

5.1 This employment contract is valid for a term of **Twenty -Six months** from the date of joining.

5.2 In case the Employee decides to leave the company before expiry of the period of employment contract or if the Employer wishes to terminate the contract within the aforementioned period, a notice period of minimum 60 days would be applicable from the date of resignation or termination, and all expenses including return air fare, visa, work permit, airport entry and exit would be at employee's cost, it is also understood that employee would not take any other appointment in DRC in similar field or sector for next 5 years from the date of termination of this agreement.

6. WORK RELATED CONDITIONS AND RESTRICTIONS

6.1 The Employee shall devote full time to the work of Employer and during the term of the employment with the Employer, the Employee will not engage in any other employment, occupation, consulting or other business activity.

6.2 The Employee must abide by the Rules & Regulations of the Employer applicable at all times, and these may be changed at any time and notified to the Employee by the management.

6.3 The administrative language in DRC is French. Employee has to attend the French language learning classes on regular basis, which is a 6 months course and conducted/provided by the Employer. Employee must complete the course after which the French Language Assessment Test will be conducted by the Employer. Employee has to clear Level 1 (Basic) in first 3 months from the date of joining and next 3 months Level 2 (Advance). However, if the employee is unsuccessful in the French Language Assessment Test as per Hospital Policy, employee has to bear additional course fee of USD 200 per month from Seventh month onwards.

7. CONFLICT OF INTEREST:

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During the period of employment, the Employee shall not undertake any other employment, assignment or contracts whether part time, full time or on assignment basis, without the prior written permission and authorization of the management.

8. NON- DISCLOSURE:

The Employee undertakes that, in consideration of his employment with the and any salary paid for services during the period of his employment with the and for other good and valuable considerations, the receipt and sufficiency of which is hereby acknowledged by the Employee, while in the service of the whether in the capacity in which he/she has been employed or in any other capacity for which he/she may be entrusted and further for a period of Five (5) years immediately following the separation/ dismissal/ retirement or termination of his employment with the for any reason:-

8.1 He/she shall not directly or indirectly in any capacity disclose or communicate any confidential or proprietary information to which he/she may come across during the tenure of his/her employment to any individual or business entity. In addition to this he/she will not use such information for his/her personal purpose.

8.2 He/she shall not, directly or indirectly either for himself/herself or for any other individual or business entities solicit or take away or make an attempt to solicit or take away the clients of H.J. Group of Companies for whom the group companies rendered services during the employment of the Employee.

8.3 He/she shall not form any association with any member of the staff. Nor shall he/she engage himself/herself in soliciting or employing or making an offer to employ any member of staff for any individual or business entities engaged in identical business to that of H.J. Group of Companies.

9. LEAVES

The Employee is eligible for **30** days paid leave (calendar days) after **12** months' continuous service from the date of joining. All expenses including return air ticket* to home country (*Travel Sector: Kinshasa-Mumbai -Kinshasa), visa, Kinshasa airport exit charges would be borne by the Employer as per category. Any other visit expense will be borne by Employee himself.

10. TERMINATION:

10.1 NOTICE:

a. **Employer**: Employer is liable to give termination notice period of **30 days** to employee, post completion of probation period.

b. **Employee:** 60 days notice is a must for the Employee's service (or pay in lieu thereof) excluding any leaves available/credited in his account. Employer reserves the right to pay or recover salary in lieu of the notice period.

c. In the event, that the Employee takes more than 30 days of unauthorized absence or overstays the leave originally granted and subsequently extended, the Employee shall lose lien on his appointment and shall be presumed to have abandoned his position of his own accord.

d. In case of absence due to illness, the Employee must notify the management no later than midday of the day of absence, and in case of illness or sickness of more than 30 days, he/she must provide them with a letter from a recognized Practicing doctor in Congo. If the Employee is found to be suffering from any infectious disease or a protracted illness that was not disclosed to the Employer at the time of his appointment, the Employer shall reserve the right to terminate the Employment contract.

e. If at any time during the period of employment, the Employee is found guilty of misconduct, wilful negligence, disobedience, misappropriation, insubordination or breach of any terms of

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this appointment letter or the Terms and Conditions of Employees employment, the Employer will terminate his appointment without any notice or pay in lieu thereof.

f. If at any time during the period of employment the Employer will terminate the employment contract without any notice or pay in lieu thereof if the Employee is found guilty of below mentioned violations:

i. Forgery and or misuse of hospital documents.
ii. Faking of Educational certificates of the self.
iii. Embezzle of Hospital funds.
iv. Misuse and or damage to Hospital property.
v. Involvement of the Employee in any anti-organizational activity.
vi. Putting false allegation(s) on the Employer and or the colleague(s) which may defame the Employer and or other Employee(s).

If proved guilty on the above, the Employer also reserves the right to take legal action against the Employee as per DRC laws and regulations.

11. ARBITRATION:

Any dispute arising out of or in connection with this agreement shall be settled through arbitration under the DRC Law and Regulations. The venue of the arbitration shall be in DRC.

12. JURISDICTION:

That in the event of any dispute or difference arising between the parties hereto either during the subsistence of this Agreement, the same shall be subject to the jurisdiction of the courts at DRC exclusively.

13. That Employee agrees that the covenant and conditions of the Agreement are only a part of the terms of employment; and the right to discharge the Employee from his services is reserved by the Employer.

14. COUNTERPARTS.

This Agreement may be executed in two counterparts for the purposes of record of both the parties.

For HJ Hospitals Sarl,

Mr. Amit Chauhan
CEO

Date:

Employee Acceptance:

Name: Ms Janhavi Singh

Signature:

Date:

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Annexure – 1

S. No.	Particulars	Description
A	Remuneration per month.	Basic Salary = USD 700/- HRA = USD 100/- Special Allowance= USD 100/- Travel Allowance = USD 100/- Food Allowance = USD 150/- **Gross Monthly Salary = USD 1150/-** **(United States Dollars One thousand one hundred & fifty Only).** **Note:** This will be credited to Employee's bank account in DRC.
B	Employment Contract Duration	Twenty-Six Months from the date of joining.
C	Probation Period	Six Months from the date of joining.
D	Notice Period	60 days.
E	Retention Clause	USD 2000 will be kept as **Retention Amount*** which will be recovered from Employee's monthly salary in 6 equal instalments. This retention amount will be released at the time of Full & Final Settlement when Employee successfully completes employment contract with HJ Hospitals Sarl.
F	Penalty for pre-mature termination of this agreement.	***Retention Amount** of USD 2000/-.

For HJ Hospitals Sarl,

Mr. Amit Chauhan
CEO

Date:

Employee Acceptance:

Name: Ms Janhavi Singh
Signature:
Date:

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Annexure - 2

Medical self-declaration form

1. Do you suffer, or have you ever suffered from any of the following?

Symptom/Disease	Yes	No	Symptom/Disease	Yes	No
Asthma or shortness of breath (Please provide details below)			Epilepsy or blackouts (Please list any details below)		
High / low blood pressure			Stomach disorders		
Any hearing disability			Liver disorders		
Diabetes			Anaemia		
Hernia			Phobia (please specify)		
Heart related problems			Drug / alcohol addiction		
Nervous disorders			Allergies (please specify)		
Do you have any visual problems? (Please provide details below)			Vibration white finger or any HAVs related condition		
Tenosynovitis (joint problems)			Spine (C, T, L, S)		
HIV			Any kind/type of Cancer		

2. Are you currently taking any medication (prescribed or over the counter)? Please give the name, mgs and how often you take it:

3. Are you registered disabled? YES/NO

4. Have you ever gone through any major surgery(ies)?

5. Have you suffered or are suffering from any other disease apart the ones mentioned in point 1?

6. Details of your point 1 disease(s) where you had mention "Yes":

I hereby declare that all the information provided in this questionnaire is correct. I shall promptly report to the Employer about the any relevant change in the same. If it is found that any of the information provided herewith is false or kept hidden, then the Employer may take disciplinary action.

Date:

Employee Signature

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CTC FOR ALL PROFILES EXCCEPT IN HAND SALARY

S No	Expense Head	Total Expenses/Month (USD)
1.	Accommodation (Sharing Basis) fully Furnished	1100$
2.	TV Recharge	80$
3.	Free Drinking water	50$
4.	Free Gym Services	100$
5.	Free Swimming pool services	100$
6.	Free Transport (Car/Bus)	100$
7.	Free VISA	50$
8.	Free Ticket	70$
9.	Free Room Services (Housekeeping)	100$
10.	Free French Classes	150$
11.	Free Medical Services (Except: Pregnancy, Dental & Cosmetics)	100$
12.	Free Mobile Recharge as per Grade	20$
13.	Free WIFI	100$
Total CTC (Except In hand 100% Tax Free Salary) PER MONTH		**2120$** **In INR:173840 RS/Month** **20,86,080 Rs/Year**

H.J HOSPITALS SARL
RCCM/CD/KIN/B/01858
ID. NAT. 01-822-N79658W
KINSHASA
N° 22309, AV. LUMUMBA CROISEMENT TP / FUNA
LIMETE INDUSTRIEL

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1520

PARAS HEALTH

PHPL/Offer/2023/3330

04-Apr-24

Dr. Jegadesh Chandran
5, Kalanjium Gardens,
Near New Bus Stand Trichy Road,
Thanjavur, 613005, Tamil Nadu

Subject: Letter of Intent for association as "**Assistant Medical Superintendent**"

Dear **Jegadesh Chandran**,

Further to the meeting and discussions we had with you, we are pleased to hire your services as **Assistant Medical Superintendent** in the department of **Medical Administration** on the terms and conditions that have been discussed and mutually agreed to.

You are required to start your services on or before **08-Apr-24**.

Please bring following documents at the time of joining.

- Qualification & Experience Certificate.
- Relieving certificate from your current employer assignment.
- Passport size photographs self (7)
- Copy of Pan Card
- Copy of Aadhaar Card

Please note that should you fail to start your services on the date mentioned above without prior information, the management reserves the right to cancel this LOI.

This LOI is also subject to satisfactory completion of reference verification.

We look forward for long and mutually beneficial association.

With best wishes,
For Paras Hospital

Authorised Signatory -

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Confidential Compensation Structure			
ANNEXURE			
Name: Dr. Jegadesh Chandran		**Responsibility Level: 09**	
Designation: AMS		**Date of Joining: 08-April-2024**	
Salary Component	**Salary (PM)**	**Salary (P.A)**	
Basic	41667	500004	
HRA	16667	200004	*Tax is based on submission of Rent reciepts.*
Special Allowance	21196	254352	
Total - Gross Salary	**79530**	**954360**	
Reimbursement Options - B			
*Vehicle Maintenance Reimbursement includes Driver Salary	0	0	*On Submission of bills*
Home Telephone & Internet Charges	0	0	*On Submission of bills*
Food Coupons	0	0	*Sodexo Card*
Professional Literature Reimbursement / Periodical Journal	0	0	*On Submission of bills*
Leave Travel Allowance (LTA)	0	0	*On Submission of bills*
Car lease	0	0	*On Submission of Car lease agreement and Car & Owner documents*
Business expense reimbursement	0	0	*On Submission of bills*
Total - Reimbursible Component	**0**	**0**	
Statutory Benefits - C			
Employer Provident Fund Contribution	1800	21600	
ESI	0	0	
Bonus	0	0	
NPS	0	0	
Gratuity	2004	24048	
Total - Statutory Benefits	**3804**	**45648**	
Total Fixed Component	**83334**	**1000008**	
Variable - D			
Annual Performance Variable Pay	0	0	
Total - Annual Performance Variable Pay	**0**	**0**	
Total Cost to the Company	**83334**	**1000008**	

**Employee opting for Vehicle Maintenance Reimbursement shall not be given Transport Allowance & Official Conveyance Reimbursement.*

** Annual Performance Variable Pay shall be paid basis of company & Individual Performance.*

** Tax Will be deducted as per the applicable Law.*

I have read and understood the compensation offered to me. I accept and confirm it.

Authorised signatory		**Signature of Employee**
Human Resources		**Date :**

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GODREJ MEMORIAL HOSPITAL

COMPASSIONATE CARE FOR ALL
(NABH & NABL Accredited)

Ref.: GMH/HRD/JOBOFFER/24/182

Date: 16th February, 2024

Dr. Kalpit Bohra
Jodhpur, Rajasthan.

Sub.: Job Offer Letter

Dear Dr. Kalpit Bohra,

We refer your application dated 25/01/2024 and the subsequent interview you had with us, we are pleased to offer you the position of **Sr. Executive (Night Hospital Operations)** in Management Cadre basis discussed terms.

This offer is valid subject to you joining Godrej Memorial Hospital on or before 01st April, 2024.

A detailed *Appointment Letter* will be issued to you along with a *Statement of Salary Package & Benefits* upon joining.

Kindly note that this offer is valid subject to you being found medically fit and returning good reference check.

Kindly return us the enclosed duplicate copy of this offer letter duly signed by you in token of your confirmation and acceptance of this offer.

We look forward to a long, fulfilling and fruitful association with you.

Yours faithfully,
For Godrej Memorial Hospital

Lt. Col. (Dr.) LC Verma (Retd.)
Chief Executive Officer

ACCEPTANCE

I hereby accept this offer on the terms and condition discussed.

Signature: _____

(Dr. Kalpit Bohra)

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Anita Thapa

From: *N Satheeshkanna*
Sent: *05 February 2024 10:58*
To: *Anita Thapa*
Subject: *FW: Selections and Offers - Campus Placements - IIHMR University, Jaipur*

From: hrd <hrd@godrejhospital.com>
Sent: Saturday, February 3, 2024 7:04 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Susmit Jain <susmitjain@iihmr.edu.in>; N Satheeshkanna <satheeshkanna@iihmr.edu.in>; ceo <ceo@godrejhospital.com>; gmops <gmops@godrejhospital.com>; Dr.Swapnil Kamble <ms@godrejhospital.com>; hrcareer <hrcareer@godrejhospital.com>; Vandana, Godrej Hospital <hospital@godrej.com>
Subject: Selections and Offers - Campus Placements - IIHMR University, Jaipur

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Respected Dean

Greetings from Godrej Memorial Hospital Mumbai!

Trust this finds you well.

At the outset, let me express my sincere thanks for giving us an opportunity to interact with your students. The Panellists really enjoyed interacting with the candidates as all were outstanding and possessed extra ordinary skillsets which would prove assets to the organisations. This shows the high learning and teaching practices and personalised mentoring being given by the IIHMR faculty.

But as circulated, we have limited openings only, we have decided to go with the following candidates-

1. **Marketing (Sr Executive)-**

1. **Dr Shivani Dhamgaye- Status Selected and Offered**

2. **Dr Batul Kapasi- Marketing -Status Selected and Offered**

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2. **Night Hospital Operations (Sr Executive)-**

1. **Dr Kalpit Bohra- Status Selected and Offered**

2. **Dr Akshat Patel- Status Selected and Offered**

We are pleased to offer a CTC of Rs. 6,00,000 per annum. We can provide shared hostel accommodation on need base.

We look forward to a long and fruitful association with these candidates and IIHMR. Please let us know the expected DoJ.

Thanks & Best Regards,

Aftab Jokhi

Manager – HR | Godrej Memorial Hospital, Pirojshanagar, Vikhroli (E), Mumbai - 79.

Phone: +91 22 6641 7006 | Email: hrd@godrejhospital.com

GODREJ MEMORIAL HOSPITAL
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Ref.: GMH/HRD/TRAINEMAN/PROF.ASSIG/APPMT/24/0278 **Date: 06-Apr-2024**

Dr. Kalpit Bohra
Brahampuri, Deraga Santh
Gharon Ka Bas, Jodhpur,
Rajashthan:342001.

DoB:28-Aug-1997

Dear Dr. Kalpit,

Traineeship

With exchange of this letter, Godrej Memorial Hospital offers you Traineeship on the terms and conditions stated here below:

1. You shall be designated as **Management Trainee** in the **Hospital Administration Department.**
2. This Training is for the period **01-Apr-2024 to 31-Mar-2025** (both the days inclusive). In the event of the assignment exceeding this period, you shall be informed of the same expressly in writing, in advance. If no such express extension is indicated, this assignment is deemed to have been terminated on the completion of the original period of this assignment.
3. You shall, in the fulfillment of this Traineeship, be attached to the **Hospital Administration Department,** and your activities will be coordinated by the **Administrative Medical Officer.**
4. You will be entitled to the Hospital Public Holiday. You shall be eligible for a week off after every six consecutive days of work.
5. You will be eligible for 1(**ONE**) Leave per month. **Leaves cannot be carried forward and must be availed before the end of this contract term. Consequently, all unavailed leaves shall elapse at the end of this contractual period.**
6. On reporting for duty as well as after completion of the same, you will be required to swipe-in and swipe-out on the Biometric Attendance System.
7. You will be provided with tea/coffee coupons.
8. You will be entitled to receive a sum of **Rs. 45,000/- (Rupees Forty-Five Thousand only) per month** as Stipend. Income Tax will be deducted at source on this amount as per the provisions of Income-Tax Act.
9. You are hereby required to comply with all statutory obligations and pay all the taxes as necessary under the laws prevalent at the time of entering into this Agreement or at any time during its period of validity and thereafter. It is understood that you will be solely responsible and liable for non-compliance of any such statutory obligations.
10. It is hereby agreed that payment of **Rs. 45,000/- (Rupees Forty-Five Thousand only) per month** as Stipendis all-inclusive consolidated sum and you will not be entitled to any additional amount or benefits whatsoever, including Bonus, Ex-gratia, Leave Travel Assistance, Provident Fund, Gratuity, etc.
11. In the event of any statute or legislation being enacted or promulgated treating the afore-mentioned payment of **Stipend** on per month basis payable under this contractual agreement as Wages for calculating leaves, bonus, provident fund, gratuity, House Rent Allowance, any terminal benefits, medical or any other direct/indirect benefits or contribution, then in such an event, the said payment of stipend on per month basis shall stand modified or adjusted (reduced) to the extent of the said

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Certificate No. H - 2009 - 0034
Proishanagar, Vikhroli (E), Mumbai - 400 079.
Tel : 022 66417052 Fax : 022 66417053
E-mail : hospital@godrej.com Website : www.godrejhospital.com
Certificate No. MC-2084(M-0154)

Ref.: GMH/HRD/TRAINEMAN/PROF.ASSIG/APPMT/24/0278 **Date: 06-Apr-2024**

benefit or contribution payable, such that there is no additional monetary burden on the Hospital on the said count, i.e. the amount payable by the Hospital to you, inclusive of the computed leaves, gratuity, terminal benefits and all other statutory direct/indirect benefits or contributions, shall not exceed **Rs. 45,000/- (Rupees Forty-Five Thousand only) per month**.

12. By your agreement to accept this professional assignment no relationship of employer and employee is intended or created thereby between you and GMH.

13. Godrej Memorial Hospital and you remain as independent parties/contractors on a principal-to-principal basis for all intents and purposes.

14. The Hospital is a Tobacco Free Zone. Smoking and consumption of alcohol is strictly prohibited in the Hospital premises.

15. The Hospital and all its personnel are under CCTV Surveillance (24x7).

16. You will be expected to keep your **Administrative Medical Officer** informed on the days that you do not report to the Hospital in the fulfillment of this Traineeship.

17. **Notice Period:** This Traineeship is terminable by giving 30 days' notice in writing by either side or payment of 30 days' stipend in lieu of such notice period by either side. However, notwithstanding anything to the contrary contained herein, the Hospital shall be entitled to terminate your assignment forthwith without any notice or payment of stipend in lieu of such notice period in case of any misconduct or neglect of duty or irresponsible behavior while on duty or in the premises of the Hospital or incompetence in the discharge of duty or indulging in moral turpitude on your part or conviction of any criminal case or for the breach of any of the terms, conditions and stipulations contained herein. During the notice period, as it is meant for, you shall ensure timely completion of jobs already undertaken, handing over ongoing jobs, smooth transition of job/assignment and handing over the charge. Provided, however, the Hospital may at its sole discretion relieve you from the services of the Hospital at any time during the notice period and you will be paid salary only up to the last working day by waiving balance notice period without any notice pay compensation. Notwithstanding anything to the contrary contained herein, the Hospital shall have its absolute discretion to relieve you any time before expiry of the Notice Period. The Hospital shall be free to hold back the Full and Final settlement or any amount as the Hospital may deem necessary and reasonable, in the event the above notice compliance is not adequately met by you. Any leave availed by you while serving the notice period will automatically extend your notice period equivalent to the period of leave availed.

18. **ICC/POSH:** Please note that Godrej Memorial Hospital considers sexual harassment as a serious misconduct that violates human dignity and workplace ethics. Godrej Memorial Hospital recognizes that Sexual Harassment violates fundamental rights of gender equality, right to life and liberty and right to work with human dignity as guaranteed by the Constitution of India. An offence in this regard will result in an inquiry which may even lead to termination of this assignment. Please refer handbook on ICC/POSH for further guidelines on Hospital policy pertaining to Prevention of Sexual Harassment at the Workplace. 'Sexual harassment' refers to unwelcome acts or behavior as defined by Sexual Harassment of Women at Workplace [Prevention, Prohibition and Redressal] Act, 2013.You are obliged to maintain in strict confidence and shall not reveal, give or make available or part with any information to third parties, including without limitation, documents marked confidential, medical tests/reports (whether or not created/handled/delivered by the Hospital), personal information relating to patients, security arrangements, technical data and other unpublished

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Certificate No. H - 2009 - 0034
Vikhroli (E), Mumbai - 400 079.
Tel.: 022 66417100 / 66417052 Fax : 022 66417053
E-mail : hospital@godrej.com Website : www.godrejhospital.com
Certificate No. MC-2064(M-0154)

Ref.: GMH/HRD/TRAINEMAN/PROF.ASSIG/APPMT/24/0278 **Date: 06-Apr-2024**

information, Hospital's propriety information, process flows and other information concerning Godrej Memorial Trust and Godrej Memorial Hospital. Such information shall not be used for publication in the press/journals/magazines, or scientific research, creating comparative database, statistical analysis, or any other studies without previous written authorization from the **Chief Executive Officer** in writing. This obligation shall remain in force even on termination or cancellation of this Assignment.

19. You shall not make any verbal or written commitments, create liabilities and/or obligations, financial or otherwise on or behalf of Godrej Memorial Trust/Godrej Memorial Hospital to any person whatsoever.
20. You shall not at any time, except under legal process, divulge any trade/business secret or confidential information relating to the Hospital or its business to any customer or agent of the said hospital, which may become known to you by your involvement in this assignment and /or otherwise save and so far as any such disclosure shall be necessary in the interest and for the benefit of the said business/assignment and you will be true and faithful in all dealings and transactions, whatsoever, relating to the said assignment.
21. You would be expected, in the fulfillment of your assignment, to keep and maintain as requested by your superior/HoD, all files, documents, books and/or papers as you may be provided for that purpose.

You are requested to sign the enclosed copy to indicate your acceptance of the above assignment on the terms and conditions stated in this letter and return the same to us.

Yours truly,

For Godrej Memorial Hospital

Mr. Aftab Jokhi 08/04
Manager- HR

Lt. Col. (Rtd.) Dr. L.C. Verma
Chief Executive Officer

Acceptance

I _____ have read and understood the terms and conditions set out herein above in this letter and I hereby accept all these terms and condition and agree to abide by them.

Signature: **Date:**

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Certificate No. # - 2009 - 0014
Pirojshanagar, Vikhroli (E), Mumbai - 400 079.
Tel. No. : 022 66417100 / 66417052 Fax : 022 66417053
E-mail : hospital@godrej.com Website : www.godrejhospital.com
Certificate No. MC-2084(M-0154)

Zoho Sign Document ID: 312D5331-8KN4JESVY2HXKHXIKVX-L6KTVT1BI6WMCMJTTPOEJNU

1522

PharmaACE

OFFER OF EMPLOYMENT

(STRICTLY PRIVATE AND CONFIDENTIAL)

18 October 2023

Dear Kanika Mathur,

Congratulations!

We are delighted to formally offer you the position of **Trainee Analyst** at PharmaACE, India.

PharmaACE has a unique philosophy of collaborating with the best people and delivering excellence to our clients for their most critical business problems. We believe in a culture of learning, self-improvement, and honing expertise and thereby driving quality from our employees.

Joining Details:

1. **Start Date:** If you accept this offer, your start date will be **Monday, 1st April 2024.**

2. **Compensation**:

2.1 **Salary**: Your annual gross salary will be **INR 4,68,000**, inclusive of your basic, fixed allowances and provident fund contributions, which will be remitted monthly.

Details of the compensation break up and office specific benefits are shared in **Annexure A**.

All bonuses are determined at the discretion of PharmaACE and are subject to any standard withholding taxes.

2.2 **Retirals:** Provident Fund and Gratuity will be as per rules.

2.3 **Insurance**: Company offers Group Medical Insurance for a floater sum of Rupees Three Lakhs only covering you, your spouse & 2 children (under the age of 25 years), if applicable.

2.4 **Leaves**: Confirmed employees are entitled to 20 Earned leaves, 6 Optional leaves and 4 Core Holidays, a total of 30 leaves annually. There is no carry forward or encashment of leaves. Leaves will be credited to the employee account on a pro-rata basis from the date of Joining.

2.5 **Work from Home**: WFH option is available only to confirmed employees and is subject to manager's approval.

KM

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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3. Appraisals

PharmaACE has its Annual Appraisal Cycle in October of each year and the Annual Performance Bonus cycle in March of each year. On confirmation, campus joiners will be eligible to participate in the performance bonus cycle of the next calendar year. Campus joiners will not be participating in appraisal cycles in the calendar year of their joining.

4. Additional Details:

Following are the details of the logistics for your successful onboarding at PharmaACE:

4.1 **Orientation & Training**: At PharmaACE, all new hires participate in a virtual/office-based Induction program to acquaint themselves with our culture and way of working. We have a blended learning program comprising of Instructor Led Trainings and Self-Paced Trainings hosted on our LMS. This is specifically designed to empower you with the right skillsets and to equip you with the right business acumen.

4.2 **Start Date Formalities**: This offer is subject to verification of original certificates of educational qualifications and other documents listed below.

1. Relieving Letter and Offer Letter from all the previous employers (if any)
2. Salary slips or salary certificate from most recent employer (if any)
3. Experience Certificate from all previous employers (if any)
4. Proof of Academic Qualification
    - 10th & 12th degree and mark sheets
    - Undergraduate and master's degree certificates and mark sheets
    - Other qualifications - certificates (if any)
5. Proof of identity: PAN and Aadhar Card
6. Passport copy
7. Current and Permanent Address Proof
8. Passport size Photograph

4.3 **Probation:** You will be on probation for a period of Six (6) months, from the date of joining. You will be confirmed in your appointment in writing on successful completion of the said probationary period.

4.4 **Transferability:** Your initial place of posting can be at any of the locations within India from where PharmaACE operates. After joining too, if needed, at a later date, you may be asked to transfer from one location to another, anywhere in India/outside India.

4.5 **Notice Period**

a. During the probationary period or post confirmation, employer can terminate the employment at any given point of time with immediate effect without salary in lieu of notice. In case of non-performance by the employee or in case of any misconduct including but not limited to, fraudulent, dishonest or undisciplined conduct, or breach of integrity, or embezzlement, or misappropriation or misuse by you of PharmaACE property, or

KM

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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insubordination or failure to comply with the directions given to you by persons so authorized, or your insolvency or conviction for any offence involving moral turpitude, or breach by you of any terms of this Agreement or the policies of PharmaACE or other documents or directions of PharmaACE, or redundancy of your post in PharmaACE, or upon you conducting yourself in a manner which is regarded by PharmaACE as prejudicial to its own interests or to the interests of its clients.

b. During the probationary period, employee can terminate the employment by giving two months notice or two months salary in lieu of notice.

c. Post confirmation employee can terminate the employment by giving three months notice.

d. Employee will not be eligible for any appraisal/variable bonus payout if on Notice period.

5. You will treat matters pertaining to the company's business interests with utmost confidentiality and such confidentiality must be maintained during your employment with the company and thereafter.

6. During your services with the company, you will be governed by the rules and regulations in respect to conduct & discipline and other matters as may be framed by the company from time to time.

Sincerely,

Ashima Kumar KM

Ashima Kumar

Head - Training & Development and Corporate Communications

PharmaACE

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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PharmaACE

Annexure A

Remuneration Details

Kanika Mathur **Trainee Analyst**

Salary Component	Per Annum (INR)	In words
Basic Salary	4,68,000	Rupees Four Lakhs Sixty-Eight Thousand Only
Confirmation Bonus *	50,000	Rupees Fifty Thousand Only
Performance Bonus **	45,000	Rupees Forty-Five Thousand Only
Retention Bonus ***	1,50,000	Rupees One Lakh Fifty Thousand Only
Gratuity	27,000	Rupees Twenty-Seven Thousand Only
Mediclaim (Notional)	15,000	Rupees Fifteen Thousand Only
Total CTC	**7,55,000**	Rupees Seven Lakhs Fifty-Five Thousand Only
Income Tax, Professional tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.		

Gross Salary includes Basic Pay, HRA and other allowances, the details of which will be available in your payslip. Your individual compensation is strictly between yourself and the Company. It has been determined based on numerous factors such as job role, skills – specific background, and professional merit. This information and any changes made therein should be treated as personal and confidential.

* **Confirmation Bonus** will be paid once on the successful completion of the probation period. In case an employee wishes to leave the organization before 2 years from the date of confirmation, this bonus will have to be settled.

****Performance Bonus:** To be eligible for the performance bonus, you must be a confirmed employee and not be serving your notice period at the start of the performance appraisal process and also at disbursal time of the said bonus. This bonus is paid out in one instalment on the closure of financial cycle (pro-rata basis, if applicable). This may change, contingent on the company, group & individual performance.

*****Retention Bonus** will be paid on monthly basis for each of the first three years from the date of joining. If the employee resigns or gets terminated from the organization before 3rd year of their employment starting from the date of their confirmation, he/she will have to settle the Retention Bonus received until then.

As mentioned above, you will be entitled for Group Medical Insurance for floater sum insured Rupees Three Lakhs only. Details of the same would be furnished in the Appointment Letter.

Best Regards,

Ashima Kumar

Ashima Kumar

Head - Training & Development and Corporate Communications

PharmaACE

Accepted By:

Date: Oct 19 2023 11:01 IST

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Zoho Sign Document ID: 312D5331-8KN4JESVY2HXKHXIKVX-L6KTVT1BI6WMCMJTTPOEJNU

PharmaACE

Annexure B

CONFIDENTIALITY AND NON-COMPETE AGREEMENT

A. During the employment period and for a period of 2 years post the last employment date, the employee agrees not to accept any job offer or apply to any jobs in the following companies as these companies compete directly with PharmaACE and its clients:

1. Merck & Co. including Merck India and all other affiliates
2. Aspect Ratio including all its affiliates
3. Novartis International AG including Novartis India and all other affiliates
4. IQVIA Health including all its affiliates
5. ZS Associates and all its affiliates
6. AXTRIA and all its affiliates

B. During the Employment Period, the Employee may have access to or receive certain information about PharmaACE customers and their projects. All project related information, whether labelled such or not, is designated as Confidential. **Confidential Information** includes information related to PharmaACE and its client's financial statements, budgets and projections, customer identifying information, potential and intended customers, employers, products, computer programs, specifications, manuals, software, analyses, strategies, marketing plans, business plans, and other confidential information, provided orally, in writing, by drawings, or by any other media. The Employee will treat all information as confidential and will not disclose it to any third party. In addition, the Employee shall use due care and diligence to prevent the unauthorized use or disclosure of that information.

Best Regards,

Ashima Kumar

Ashima Kumar

Head - Training & Development and Corporate Communications

PharmaACE

Accepted By:

Date: Oct 19 2023 11:01 IST

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Outlook

FW: Hospital admin SR Kalla Hospital

From N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Date Fri 3/1/2024 3:13 PM
To Anita Thapa <anitathapa@iihmr.edu.in>

From: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Sent: Friday, March 1, 2024 2:50 PM
To: N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Subject: Fwd: Hospital admin SR Kalla Hospital

Sent from Outlook for Android

From: drankurmittal@rediffmail.com <drankurmittal@rediffmail.com> on behalf of Ankur Mittal <drankurmittal@rediffmail.com>
Sent: Thursday, February 29, 2024 2:53:37 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Subject: Re: Hospital admin SR Kalla Hospital

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Sir,

First of all we are very grateful to you and your organization for your help and support. The following students are selected by us from among the students you sent for the interview. All of them will be kept on 3 months' probation period and during probation period we will pay Rs. 10000/- per month for each student as a stipend. After completion of 3 months' probation period they will finally appoint on permanent and the salary will be Rs. 5 lac per annum CTC with extra perks if any.

Student Names:
- Ms. Anita Yadav
- Dr. Sanya Kawatra
- Ms. Karuna Naruka
- Dr. Mahima Sharma
- Ms. Sanjana Kalra
- Mr. Vikas Saini
- Ms. Diya Jain

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Dear Dr. Ankur,

It was great interacting with you.
Please share the list of shortlisted students .
We can line them up for the interview on 27th February 2024 between 2:00 pm – 4:00 PM at your premises.

With Regards,

Vinod Tejwani
Dean- Placements & Alumni Relations

A:
IIHMR University
| 1, Prabhu Dayal Marg,
Near Sanganer Airport,
Jaipur – 302029

E:
vinodtejwani@iihmr.edu.in|
W:
www.iihmr.edu.in

M:
+91 9891393008, 9929754987

P:
+91 141 3924700 (213)

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

HEALTHARK

Date: 27th Sep 2023

Dear Kashish Mehta,

Sub: Offer Letter

Thank you for exploring career opportunities with **Healthark Wellness Solutions LLP** (referred to as "Healthark Insights" subsequently in the document). You have successfully completed our 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 **Consultant.** Your salary including all the benefits will be **INR 8,16,031** per annum, as per the terms and conditions set out herein.

Kindly Accept the Offer Letter within one day of receipt of the offer. Also, you are hereby requested to join us starting by **19th Jun 2024.**

Compensations and benefits:

1. **Working Hours**

   You will be working from the office (On-Site) for 5 days a week [Monday to Friday full-time]. However, we may occasionally schedule additional sales events, seminars, or meetings during the weekend. The regular working hours will be 10:00 a.m. to 7:00 p.m. All employees will be required to work in shifts and/or extended hours as permitted by law. You may be required to work beyond your existing working hours depending upon the business requirements/exigencies from time to time.

2. **Compensation Structure/Salary Benefits**

   The Compensation structure and salary components are subject to change as per the company's policy from time to time as its sole discretion.

3. **Probation Period**

   We will keep you on a three-month probation period during which we will gauge your performance and upon completion, both the parties will mutually agree if the employment should be made permanent or not.

4. **Alternative Occupation/Employment**

   Either during the period of your probation or during the period of your employment as a confirmed employee of Healthark Insights 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 Healthark Insights.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

HEALTHARK

5. **Confidentiality Agreement**

As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of Healthark Insights and its clients.

6. **Intellectual Property Rights**

That all the intellectual property rights relating to the work done or created by you including all material development, seminars and presentations, designing of marketing material, development of website, lecture notes etc. during the course of this contract with the company solely and exclusively vest with the company in perpetuity and the company shall have the sole and exclusive right to utilize any or all of them. The Intellectual Property in relation to this clause shall also cover the intellectual properties of Company's clients/vendors/contractors/employees etc

7. **Notice Period**

You will be required to give at least a Three-months notice period failing which you are required to pay an equivalent salary amount as compensation to the company. Furthermore, Healthark Insights reserves the right to ask the candidate to complete your notice period.

8. **Submission of Documents**

At the time of joining, a photocopy of the following documents should be submitted:

- Permanent Account Number (PAN) card Aadhar Card, Driving License, Passport, and Election ID
- Degree Certificate and Postgraduate degree certificate
- 4 photographs
- Relieving letter & Last Three Month's Salary Slips from your last employer.

We look forward to having you in our team.

Sincerely,
Amol Pandya
HR Manager
Healthark Insights

Kashish
29/9/23

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

1525

Global Health Limited

LETTER OF INTENT **Date: 06-Nov-2023**

Dr. Kashish Tak
IIHMR, Jaipur

Dear Dr Kashish,

Congratulations! We are pleased to offer you a position at **Global Health Limited (Medanta)** on the following terms:

1.	Designation	Trainee – Medical Administration
2.	Total all inclusive CTC	- Rs. 25,000/- (Rupees Twenty Five Thousand Only) per month as stipend during Dissertation period - Rs 6,00,000/- (Rupees Six Lakhs Only) per annum upon completing the course i.e. dissertation submitted, final exams clear and degree being awarded. (feedback from supervisor at Medanta will also play important role at this step)
3.	Date of joining	15-Mar-2024 or earlier, if possible
4.	Place of posting	Gurgaon

Company shall conduct background verification through a third party agency post your joining. **YOUR EMPLOYMENT SHALL BE SUBJECT TO SUCCESSFUL COMPLETION OF VERIFICATION AND SUBMISSION OF REPORT SATISFACTORY TO THE COMPANY**

Additionally, you shall also undergo pre-employment health check-up process and this offer will be subject to you being found medically fit. You will also be governed by the general terms and conditions as published in the detailed appointment letter given to you post joining.

LIST OF DOCUMENTS REQUIRED FOR JOINING

1	Certificates & mark sheets of class 10th, 12th, Graduation, PG(mark sheet as well as degree) or any other professional course	2 Copies of each
2	State Registration certificate (valid) from respective Clinical/Nursing/Pharmacy Council (as applicable)	
3	Internship completion certificate & Course completion certificate	
Mandatory for Doctors: All documents mentioned above in Sl. No 1 & 2 needs to be self-attested		
4	**PAN CARD**	
5	Address Proof (Aadhaar card/Passport / Voter card / Driving license)	
6	Appointment Letter and salary slip from the last employer	
7	Relieving Letter/Resignation acceptance from the last employer	
8	Experience Certificate from all previous employers	
9	Other Documents • 4 Passport Size photographs • Copy of Vehicle Registration Certificate (RC) incase parking facility is required	

Please return the duplicate copy of this letter duly signed as acknowledgement in case offer is acceptable to you. We look forward to your being part of Medanta Family.

Yours faithfully,
For **GLOBAL HEALTH LTD**

SAURABH UPADHYAY
SENIOR VICE PRESIDENT & HEAD – HUMAN RESOURCES

Accept.....

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

1526

HEALTHARK

Date: 25th Sep 2023

Dear Kavya Bahuguna,

Sub: Offer Letter

Thank you for exploring career opportunities with **Healthark Wellness Solutions LLP** (referred to as "Healthark Insights" subsequently in the document). You have successfully completed our 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 **Consultant.** Your salary including all the benefits will be **INR 8,16,031** per annum, as per the terms and conditions set out herein.

Kindly Accept the Offer Letter within one day of receipt of the offer. Also, you are hereby requested to join us starting by **1st May 2024.**

Compensations and benefits:

1. **Working Hours**

   You will be working from the office (On-Site) for 5 days a week [Monday to Friday full-time]. However, we may occasionally schedule additional sales events, seminars, or meetings during the weekend. The regular working hours will be 10:00 a.m. to 7:00 p.m. All employees will be required to work in shifts and/or extended hours as permitted by law. You may be required to work beyond your existing working hours depending upon the business requirements/exigencies from time to time.

2. **Compensation Structure/Salary Benefits**

   The Compensation structure and salary components are subject to change as per the company's policy from time to time as its sole discretion.

3. **Probation Period**

   We will keep you on a three-month probation period during which we will gauge your performance and upon completion, both the parties will mutually agree if the employment should be made permanent or not.

4. **Alternative Occupation/Employment**

   Either during the period of your probation or during the period of your employment as a confirmed employee of Healthark Insights 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 Healthark Insights.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

5. **Confidentiality Agreement**

As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of Healthark Insights and its clients.

6. **Intellectual Property Rights**

That all the intellectual property rights relating to the work done or created by you including all material development, seminars and presentations, designing of marketing material, development of website, lecture notes etc. during the course of this contract with the company solely and exclusively vest with the company in perpetuity and the company shall have the sole and exclusive right to utilize any or all of them. The Intellectual Property in relation to this clause shall also cover the intellectual properties of Company's clients/vendors/contractors/employees etc

7. **Notice Period**

You will be required to give at least a Three-months notice period failing which you are required to pay an equivalent salary amount as compensation to the company. Furthermore, Healthark Insights reserves the right to ask the candidate to complete your notice period.

8. **Submission of Documents**

At the time of joining, a photocopy of the following documents should be submitted:

- Permanent Account Number (PAN) card Aadhar Card, Driving License, Passport, and Election ID
- Degree Certificate and Postgraduate degree certificate
- 4 photographs
- Relieving letter & Last Three Month's Salary Slips from your last employer.

We look forward to having you in our team.

Sincerely,
Amol Pandya
HR Manager
Healthark Insights

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Appendix – I

Components	Amount Per Month (INR)	Amount Per Annum (INR)
A. Fixed		
Basic	20,000	2,40,000
HRA	10,000	1,20,000
Special Allowance	20,000	2,40,000
Retention Bonus *		2,00,000
**Total Fixed Compensation ** **	**50,000**	**8,00,000**
C. Other		
Medical Insurance Premium ***		4,487
Gratuity ****		11,544
Total Other Components		**16,031**
Total Cost to Company (CTC)		**8,16,031**

* A one-time component of INR 1,00,000 will be disbursed to the employee upon completing the first year with the company, and the remaining INR 1,00,000 will be paid out after the completion of the second year of employment.

** Currently, we do not deduct PF but the same may be deducted in future from the offered CTC when applicable as per Government rules; Tax Deducted at Source (TDS) and / or Professional Tax will be deducted from the offered CTC as per Government rules.

*** Current medical cover is INR 5 lacs with the insurer's terms & conditions. The cost of medical insurance could change depending on Insurance regulations & company's insurance partner

**** Gratuity is payable as per the provisions of the Payment of Gratuity Act 1972

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

(1527)

DocuSign Envelope ID: 13CE140B-FED2-44BD-8A79-90FDFBA1D89E

KhushiBaby

Letter No:KB Admin/HR2023-24/171 Dated: March 11, 2024

Ms. Khushboo Gupta,
Address:Moh.Piranpura ,Near Police line ward no -5,
Narnaul, Mahenderagarh,Haryana
khushboogupta.hm27@iihmr.in

Subject: Internship offer letter

Dear Khushboo,

Khushi Baby is pleased to offer you an internship in Public Health under the Community Engagement Vertical, for a period of three months. To cover your expenses during the internship you will be paid a monthly stipend of 15000 INR. A performance review will be conducted upon the completion of your internship. Your further association with the organization will be determined by your performance and conduct during the internship period, assessed on a 5-point scale rating across 12 performance parameters. A minimum cumulative score of 4.5 will be considered to extend you an offer for further continuation on a full time role, subject to the sole discretion of KB management

For this internship, your primary location will be **Jaipur,** with episodic travel to local field areas and other field locations as a part of your prime activity during the internship and knowledge enhancement. Modest expenses for lodging and boarding for official travel will be covered by Khushi Baby as per policy.

Your date of joining is effective from the day you report to the Jaipur office of Khushi Baby, which should not be later than March 15, 2024. For more information, please reach out to the HR department.

Please sign and return the enclosed copy of this offer letter to indicate your acceptance of the terms and conditions outlined above. We are excited to welcome you to the Khushi Baby team and look forward to your valuable contributions. If you have any questions regarding the policies and procedures, please do not hesitate to contact me.

Regards,

DocuSigned by:
Mohammed Shahnawaz
CED6407A9D4F47C...
Mohammed Shahnawaz,
COO, Khushi Baby

Khushi Baby
6016 Louis Way, El Dorado Hills, CA, 95762, USA
123 Kharol Colony, Fatehpura, Udaipur, 313001, Rajasthan, India
admin@khushibaby.org, +1 281 725 8062, +91 9001469934
www.khushibaby.org

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Outlook

RE: Campus Recruitment 2024 passout batch - IIHMR University Jaipur

From Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Date Tue 3/19/2024 4:16 PM
To Ajay Sharma <ajay@khushibaby.org>
Cc Urvashi Goud <urvashi@khushibaby.org>; Mohammed Shahnawaz <shahnawaz@khushibaby.org>; Anita Thapa <anitathapa@iihmr.edu.in>; N Satheeshkanna <satheeshkanna@iihmr.edu.in>

1 attachment (99 KB)
Khushi Baby_NOC_IIHMR University, Jaipur.pdf;

Dear Sir,

Greetings from IIHMR University Jaipur!

Please find attached the NOC for all the selected candidates.

With Regards,

IIHMR UNIVERSITY

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in| W:
www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

Go Green: - Please do not print this email unless it is necessary. Every unprinted email helps the environment

---

From: Ajay Sharma <ajay@khushibaby.org>
Sent: Wednesday, February 14, 2024 1:22 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Urvashi Goud <urvashi@khushibaby.org>; Mohammed Shahnawaz <shahnawaz@khushibaby.org>
Subject: Re: Campus Recruitment 2024 passout batch - IIHMR University Jaipur

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Tejwani sir,

Following candidates have been finalized on the position of "Public Health Probationary Associate" with the offers mentioned in brackets with the respective candidate's name. We will give them offer letters very soon starting their joining from 15th March 2024.

1. Vaishnavi V - Probation of 3 months (35K INR per month) -
2. Anushruti Saxena- Probation of 3 months (35K INR per month)
3. Prateek Dad- Probation of 3 months (35K INR per month)
5. Sheetal Sharma- Probation of 3 months (35K INR per month)
6. Khushboo Gupta- Internship for 3 months (15K INR stipend per month)

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On completion of their 3 months' tenure, a review of performance of these candidates will be undertaken. Based on the review's result, the full time offer MAY be provided to them to continue on the same or revised role.

Please note that mentioned compensation is consolidated in hand and may be revised (45K per month) on completion of three months tenure, which, however, will solely depend on how well they perform during the first three months of association.

These students have been intimated about their selection in KB and this email is for your official note.

I would like to take this opportunity to thank you for your continuous support and cooperation throughout the process. Please feel free to contact us if any further information is needed in this regard.

Best regards, .

Important: This email contains confidential Information; if you are not an intended recipient, disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.

Ajay Sharma
Lead- Admin & HR
Khushi Baby
KhushiBaby
+919829442079
ajay@khushibaby.org
www.khushibaby.org
Great Place To Work. Certified OCT 2023 - OCT 2024 INDIA

On Mon, Feb 12, 2024 at 2:27 PM Vinod Tejwani <vinodtejwani@iihmr.edu.in> wrote:

> Dear Sir,
>
> Thanks a lot.
>
> Nayonika Singh is already placed with other organization. This is for your information please.
>
> **With Regards,**
>
> IIHMR UNIVERSITY
>
> **Vinod Tejwani**
> **Dean- Placements & Alumni Relations**
>
> A: IIHMR University | 1, Prabhu Dayal Marg
> Near Sanganer Airport, Jaipur – 302029
> E: vinodtejwani@iihmr.edu.in| W: www.iihmr.edu.in
> M: +91 9891393008, 9929754987
> P: +91 141 3924700 (213)
>
> Go Green: - Please do not print this email unless it is necessary. Every unprinted email helps the environment

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1528

Tata AIG General Insurance Company Limited
Regd Office: 15th Floor, Tower A, Peninsula Business Park,
G. K. Marg, Lower Parel, Mumbai - 400 013,
Tel. No.: +91 22 66930000
www.tataaig.com
IRDA Registration No.: 108
CIN : U85110MH2000PLC128425

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TATA AIG INSURANCE WITH YOU ALWAYS

14 June 2024

Dr. Khushboo Chhatrya
1470, Anand Colony Baldeo Bagh
Jabalpur
Madhya Pradesh 482002
India

Dear Khushboo

Subject: Offer Proposal

We, Tata AIG General Insurance Company Limited are pleased to extend you an offer proposal for the position of **MT** at **MT** in **Claims - Accident & Travel** department.

Your initial place of posting would be **Goregaon.** The Company reserves right to transfer you to any location / department and / or job role in India or abroad in the future, as maybe required for the Company's business requirement.

Your annual Cost to Company will be Rs. **900,000.00** per annum. The compensation details are detailed in the 'Annexure' to this offer letter. You will be eligible for performance bonus / incentives as per the Company's policies from time to time.

This offer letter is contingent upon the successful completion of health declaration and background verification that may be conducted by the Company or any other external agency authorized to conduct the same. By accepting this offer letter, you hereby give your unconditional consent to the Company or any third party appointed / nominated by the Company to conduct background verification including but not limited to current and past employers, criminal conviction records, university / school / college records, professional and personal references and other verifying sources / authorities.

We would expect you to revert with offer acceptance within 3 working days of receipt of this offer letter and join us latest on or before 22 July 2024, beyond which the offer and this offer letter would stand withdrawn, unless a new date is by the Company in writing.

A detailed appointment letter will be issued to you upon joining and completion of requisite documents submitted by you or as may be required by the Company.

Yours Sincerely,

For **Tata AIG General Insurance Company Limited.**

Jitesh Bawa

Chief Human Resource Officer

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ANNEXURE

Name	Khushboo Chhatrya
Designation	MT
Band	MT
Location	Goregaon
Department	Claims - Accident & Travel

Pay Component (A)	Per Annum (Rs.)	Remarks
Basic Salary	297,000.00	Fully Taxable
House Rent Allowance (HRA)	148,500.00	Taxability as per applicable IT provisions on HRA
Flexi Allowance Plan (FAP)	404,574.00	Taxability as per applicable IT provisions on (FAP)
Statutory Bonus	0.00	
Total of (A)	**850,074.00**	
Statutory Benefits (B)		
Provident Fund (Employer Contribution)	35,640.00	As per the applicable law
Gratuity	14,286.00	As per the applicable law
Total Fixed Cost (A+ B)	**900,000.00**	
Target Annual Performance Bonus (C)	**270,000.00**	Performance Bonus is payable once a year, maximum up to 30% of fixed CTC based upon the individual performance & Company performance. The mentioned is at Target level Company performance
Maximum Earning Capacity (A+B+C)	**1,170,000.00**	

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Statutory Bonus shall be payable in accordance with The Payment of Bonus Act, 1965, as applicable.

*Gratuity shall be payable in accordance with The Payment of Gratuity Act, 1972, as applicable.

*Note-All of the Above Payments would be subject to tax and other deductions as per norms.

Guidelines on Annual Performance Bonus:
You will be eligible for an Annual Performance Linked Bonus Pay in the relevant performance year under review which will be based on individual performance and Company performance. Target bonus amount mentioned above will be the maximum payable and there is no guaranteed amount. Any employee earning incentives during the year or serving notice period on the date of pay-out will not be eligible for this component. Payment of Annual Performance Bonus is as per the Company policy, which is subject to change basis management discretion.

Guidelines for Flexi Allowance Plan:	
a) Each employee is entitled to exercise his / her choice of apportionment of FAP subject to total limits available against each allowance	
b). The below selection shall be taxable / non-taxable as provided for under the Income Tax act and the rule there made under and amended from time to time	
Allow / Reimb Head	Permissible Limit (in INR)
Food Coupons	Rs 15000 (or) 26400 per annum
Gift Vouchers	Rs 4999 per annum
LTA	Upto Rs. 2 Lakhs per annum
Children Hostel Allowance	Rs 300 per child per month up to a max of 2 kids
Education Allowance	Rs 100 per child per month up to a max of 2 kids
Vehicle & Fuel Maintenance (Only for Band 3 & Above Levels)	Rs 21600 per annum
Driver Salary (Only for Band 3 & Above Levels)	Rs 10800 per annum
Telephone Reimbursement	Rs 12000 or 24000 per annum
National Pension Scheme	10% of the basic Salary or 1.5 Lakhs whichever is lower

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Other Benefits*	Cover
Group Mediclaim Insurance cover	Self, Spouse and 2 dependent children on a family floater basis.
Group Term Life Insurance cover	Two times of Annual fixed compensation less retirals or Rs.10,00,000 whichever is higher. (Retirals includes PF and Gratuity)
Group Personal Accident Insurance cover	Applicable as per the company policy.
Voluntary Parents Mediclaim Policy	An employee can cover his/her dependent Parents and/ or Parents in laws. This is a voluntary policy where the premium will be borne by the employee.

*** Please refer the Individual Policy Documents for more details**

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PORTEA
HOME MEDICAL CARE SERVICES

15th April 2024 Bangalore

Offer Letter

Dear Khushboo Vaishya,

Based on your application and subsequent discussions we had with you, we are pleased to offer you employment in our organization as **Team Leader – Operations.**

Portea (HealthVista India Ltd.) is one of India's leading Home healthcare providers with operations across NCR, Bangalore, Mumbai and Chennai. We are rapidly expanding our operations in these locations and also across the country.

Our healthcare services at home address a great need of patients and we are delighted that you will be joining our team to help a lot of patients live a healthier and a more comfortable life.

We welcome you on board and wish you the very best.

Let's together create a healthier and happier world!

Sincerely yours,

For Portea Medical Limited

Mr. Darshith Satheesh
Head - HR

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

080 3355 4554

Healthvista India Ltd. 69/B, 1st Cross, 1st Stage, Domlur Layout, [Next to Domlur Post Office], Bangalore-560071

PORTEA
HOME MEDICAL CARE SERVICES

Terms and conditions:

1. You will join us on or before **9th June, 2024.**
2. You will be on probation for a period of six months from the date of joining and your confirmation would be dependent on satisfactory completion of your Probation period.
3. You will be based at **Bangalore HO.** You are however, liable to be transferred to any of our establishments in India, or to any subsidiary or associate company whether now existing or still to be formed. Such transfer / deputation will be in accordance with the company's rules for the time being in force.
4. Your annual Cost to Company will be **4,00,000 (Four Lakh Only)**. This is subject to usual statutory and / or other taxes, which may be imposed from time to time by the Government, or any public body authorized to do so.
5. You will be entitled to allowances as detailed in the annexure to this letter. You will also be covered by Provident Fund and other schemes of the company as applicable to your category that are in force at present and / or may be amended from time to time. These shall also be subject to taxes as applicable under relevant laws.
6. The employment offer is valid for next one week from this date of offer. If the company does not receive any confirmation from you within the stipulated time this offer shall lapse automatically and then there shall be no further communication from the company in furtherance of this offer of employment.
7. You will be required to give 60 days' notice to terminate this appointment after confirmation. The Notice period during probation will be 30 days. The last working day would be decided at the sole discretion of the Management and in the event of being relieved within the above number of days, the remaining part of notice period days would be adjusted against the existing leave balance or an equivalent of basic salary and HRA. The Company, however will have the right to terminate your appointment forthwith on account of misconduct, including but not limited to, fraudulent, dishonest or undisciplined conduct, or breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's or Client's property or breach of the confidentiality obligations. In all other cases, the Company will have the right to terminate the appointment by giving 60 days' notice or payment of basic salary and HRA in lieu of notice.
8. Any revisions of your compensation package, promotions, and your continued employment with the Company are all subject to you meeting the performance levels applicable to you from time to time. Your performance may be informally discussed with you by your manager/s on a regular basis.

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PORTEA
HOME MEDICAL CARE SERVICES

CTC ANNEXURE

Compensation Structure		
Name	Khushboo Vaishya	
Total Annual CTC (Rs.) :	400000	
Total Fixed Income (Rs.) :	400000	
Monthly CTC	33333	
Particulars	**Monthly**	**Annual**
Basic	13333	159996
HRA	6667	80004
Conveyance	1600	19200
Fixed Visit Allowance	0	0
Special Allowance	10133	121600
Gross Salary	**31733**	**380800**
Deductions		
PF	1600	19200
PT	200	2400
ESI	0	0
Total Deductions	**1800**	**21600**
Company Contributions		
PF	1600	19200
ESI	0	0
Gratuity *(As per the Act)*	0	0
Sub total	**1600**	**19200**
Fixed CTC	**33333**	**400000**
Total CTC	**33333**	**400000**

You will be covered under Group Medical Insurance up to Rs.1 Lac.

For Portea Medical Limited

Mr. Darshith Satheesh

Head - HR

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IRDA Registration No.: 108
CIN : U85110MH2000PLC128425

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TATA AIG INSURANCE WITH YOU ALWAYS

13 June 2024

Dr. Kingshuk Mazumder
RC-119
Asansol
West Bengal 713216
India

Dear Kingshuk

Subject: Offer Proposal

We, Tata AIG General Insurance Company Limited are pleased to extend you an offer proposal for the position of **MT** at **MT** in **Health Insurance** department.

Your initial place of posting would be **Peninsula.** The Company reserves right to transfer you to any location / department and / or job role in India or abroad in the future, as maybe required for the Company's business requirement.

Your annual Cost to Company will be Rs. 900,000.00 per annum. The compensation details are detailed in the 'Annexure' to this offer letter. You will be eligible for performance bonus / incentives as per the Company's policies from time to time.

This offer letter is contingent upon the successful completion of health declaration and background verification that may be conducted by the Company or any other external agency authorized to conduct the same. By accepting this offer letter, you hereby give your unconditional consent to the Company or any third party appointed / nominated by the Company to conduct background verification including but not limited to current and past employers, criminal conviction records, university / school / college records, professional and personal references and other verifying sources / authorities.

We would expect you to revert with offer acceptance within 3 working days of receipt of this offer letter and join us latest on or before 22 July 2024, beyond which the offer and this offer letter would stand withdrawn, unless a new date is by the Company in writing.

A detailed appointment letter will be issued to you upon joining and completion of requisite documents submitted by you or as may be required by the Company.

Yours Sincerely,

For **Tata AIG General Insurance Company Limited.**

Jitesh Bawa

Chief Human Resource Officer

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Near Sanganer Airport, Jaipur-302029

ANNEXURE

Name	Kingshuk Mazumder
Designation	MT
Band	MT
Location	Peninsula
Department	Health Insurance

Pay Component (A)	Per Annum (Rs.)	Remarks
Basic Salary	297,000.00	Fully Taxable
House Rent Allowance (HRA)	148,500.00	Taxability as per applicable IT provisions on HRA
Flexi Allowance Plan (FAP)	404,574.00	Taxability as per applicable IT provisions on (FAP)
Statutory Bonus	0.00	
Total of (A)	**850,074.00**	
Statutory Benefits (B)		
Provident Fund (Employer Contribution)	35,640.00	As per the applicable law
Gratuity	14,286.00	As per the applicable law
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b). The below selection shall be taxable / non-taxable as provided for under the Income Tax act and the rule there made under and amended from time to time	
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Gift Vouchers	Rs 4999 per annum
LTA	Upto Rs. 2 Lakhs per annum
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Education Allowance	Rs 100 per child per month up to a max of 2 kids
Vehicle & Fuel Maintenance (Only for Band 3 & Above Levels)	Rs 21600 per annum
Driver Salary (Only for Band 3 & Above Levels)	Rs 10800 per annum
Telephone Reimbursement	Rs 12000 or 24000 per annum
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Other Benefits*	Cover
Group Mediclaim Insurance cover	Self, Spouse and 2 dependent children on a family floater basis.
Group Term Life Insurance cover	Two times of Annual fixed compensation less retirals or Rs.10,00,000 whichever is higher. (Retirals includes PF and Gratuity)
Group Personal Accident Insurance cover	Applicable as per the company policy.
Voluntary Parents Mediclaim Policy	An employee can cover his/her dependent Parents and/ or Parents in laws. This is a voluntary policy where the premium will be borne by the employee.

* Please refer the Individual Policy Documents for more details

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SRI KANCHI KAMAKOTI MEDICAL TRUST
SANKARA EYE FOUNDATION, INDIA

BOARD OF TRUSTEES

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Dr.P.G. Viswanathan | Dr.S.R. Rao | Dr.S. Balasubramanian | Sri.M.N. Padmanabhan | Sri.J.M. Chanrai | Mrs. Seetha Chandrasekar

18th March 2024

Mr. Koushik Roy

2 NO, Srinagar, Madhyamgram, North 24,

Parganas, West Bengal - 700129.

Sub: Offer Letter

Dear Mr. Koushik Roy,

Welcome to the Sankara Family!!!

Congratulations! You are selected to undergo Internship at Sankara from **18th March 2024 to 19th June 2024**. During this period you will be positioned as **"Intern"** at **Mission Head Quarters, Coimbatore**.

- You shall be paid a monthly stipend of **Rs. 20,000/- (Rupees Twenty Thousand Only)** per month with applicable deductions.
- You will not be eligible for any leave during your internship period.
- Only on successful completion of Internship you will be eligible for Completion Certificate.
- On successful completion of internship, you will be absorbed as **"Management Trainee"** for a period of one year with a stipend of **Rs. 45,000/- (Rupees Forty Five Thousand Only)** and continue to report at **Mission Head Quarters, Coimbatore**.
- During Training period you will be eligible for one day Trainee leave per month.
- You shall report to **Ms. Srini Karthikeyan, CPO, Sankara Eye Foundation,India** during **Internship period**
- Your Internship and Training will involve Travel to other unit hospitals. (Travel Policy applicable- travel tickets & accommodation during travel will be borne by SEF, India).
- You may be transferred to other locations during Training period.

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On the date of joining you are requested to bring

- ✓ Three Passport- size photographs.

Also carry the Originals and photocopies of the following documents:

- ✓ Educational certificates and Mark sheets.
- ✓ Medical Fitness Certificates.
- ✓ PAN Card, Residential Proof and Aadhaar Card.

Submission of the documents mentioned above is mandatory on the Date of Joining.

This Offer of employment is subject to us receiving:

- ✓ Conduct Certificate from your Institution.
- ✓ Documentary evidence of your academic qualifications.

In this process of verification, during your tenure with us, if there are confirmed unfavourable reports of your past experience, banking transactions or social standing your services shall be dis-continued with immediate effect.

Your Training period with Sankara Eye Foundation, India can be discontinued by either side by giving **30 days/1 calendar month** notice or **one month** stipend in lieu of notice without assigning any reason on either side.
Please validate your acceptance immediately on receipt of this mail. Receiving no response within two days from your end will invalidate the offer granted to you.

Our journey together will certainly be inspiring, challenging, rewarding and satisfying.

Wishing you the very best

Bharath Balasubramaniam
President Sankara Eye Hospital
****Kindly acknowledge your acceptance of the terms and conditions by signing this letter and returning a copy at the earliest.****

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1532

Anita Thapa

From: *Vinod Tejwani*
Sent: *11 September 2023 11:08*
To: *N Satheeshkanna; Anita Thapa*
Subject: *FW: PwC India | IIHMR, Jaipur | FTE | Final Selection*
Attachments: *PwCIndia_IIHMR.xlsx*

With Regards,

IIHMR UNIVERSITY

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

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D[redacted] Team,

Please inform the students and ask them to fill the details today by 2:00 pm .

From: Mrutyunjay Vadapalli (IN) <mrutyunjay.vadapalli@pwc.com>
Sent: Friday, September 8, 2023 7:12 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Ankoor Banerjee (IN) <ankoor.b.banerjee@pwc.com>; Rohit Nair (IN) <rohit.y.nair@pwc.com>
Subject: PwC India | IIHMR, Jaipur | FTE | Final Selection

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Selected candidates

With eligibility criteria

Registrar
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Near Sanganer Airport, Jaipur-302029

Dear Professor,

Greetings from PwC India, Campus Recruitment Team!

We are glad to share that **2 students for the Full-Time hiring role** have been selected from your prestigious institute. **Congratulations!**

Please refer to the attached tracker to view candidate and competency/SBU details.

Kindly withdraw the selected candidates from further placement processes, if any, with immediate effect.

The candidates are required to confirm their offer acceptance with us through the inline **Offer Acceptance Form** and the **education details form** at the earliest or latest by **11 Sep 2023, 12:00 pm (Noon).**

The candidates should fulfill the following eligibility criteria at the time of joining PwC:

1. Willing to relocate anywhere in India and travel based on business requirements
2. Designation: Associate/Consultant

Request you to kindly share the Offer Acceptance Form with the final selected students before EOD.

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The information transmitted, including any attachments, is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is prohibited, and all liability arising therefrom is disclaimed. If you received this in error, please contact the sender and delete the material from any computer. Please note if the e-mail address include "TPR", the sender of this e-mail is a third party resource, and not an employee, who has been specifically authorized to correspond routine matters related to the project only. For any clarification with regard to any non-routine or engagement specific deliverables please contact the assigned project manager/ project partner.

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Name	Gender	Program	Course	Compensation INR	Designation
Himanshi Pandey	FEMALE	MBA (Trimester)	Hospital Management	7,00,000	Associate/Consultant
Kumar Sougata	MALE	MBA (Trimester)	Healthcare Management	7,00,000	Associate/Consultant

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Your total rewards statement

Name:		Employee ID:	XXXXXXXXX
LoS:	Advisory	SBU:	
Management Level:	Associate	Effective Date:	01 Apr 2023

My pay: Performance based and best-in-class payouts.

Components		Annual	Monthly
Total Base Pay	Basic	280000	23333
	House Rent Allowance	140000	11667
	Provident Fund (Employers' Contribution)	33600	2800
	Total	**453600**	**37800**
	**Reimbursable Flexible Benefits (RFB) & Employers' contribution to National Pension Scheme	246400	20533
	Total Base Pay	**700000**	**58333**
Performance Incentive	Variable Pay (earning potential @25% for Top Rater)*	175000	
JB	**One time ex-gratia payment**	**0**	
Total Rewards	**Potential Total Cash Compensation in the first year**	875000	
Gratuity	Annual Gratuity Contribution (Contribution@4.81% of Basic)	13468	
Insurances	Estimated Cost of Insurance Premium paid (includes GMC, GPA & GTLI)	11097	
CTC	**Total Cost to Company in the first year**	**899565**	

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*Performance Based - Range : 0% - 25%
**This Annual Variable Pay (Earning Potential) range is only indicative. The actual Annual Variable Pay each year, will vary and can be higher or lower based on overall Firm/Company/LLP, LoS, team and individual performance. More details are available in the Total Rewards policy and the Annual Variable Pay related guidelines.
***In case, you resign from the services of the Company within a period of one year from the date of joining, the entire ex-gratia payment will be repayable by you to the Company forthwith.

My health and wellbeing: We value your hard work and your wellbeing

		Sum insured
Health and welfare benefits	**Medical insurance** **• Insurance for you and your immediate family, including same sex/domestic partners** **• With an option to include parents as well as parents-in-law at a special price**	**300000**
	Personal accidental insurance	**500000**
	Term life insurance	**2250000**

Focus on holistic wellbeing (Visit the People Wellness app)	Free access to expert **doctors** - Teleconsultation Services	Annual health check-ups through firm initiated tie-ups	Wellness initiatives for holistic wellbeing: · We for Wellness series, regional and firmwide sessions. · Cult. fit app access, special employee memberships.
	Safe space for you and your immediate family members to seek free professional counseling - PwC Cares (Employee Assistance Programme)	Balancing wellbeing and productivity through firm-wide year-end break and Pens down days, apart from individual time off and flexibility options	Opportunities to be the best version of yourself by volunteering for purposeful work through the PwC India Foundation

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My career growth: We're investing in your future by strengthening your skillset today.

Recognition	We appreciate and value effort - we say kudos for a good job done or for achieving a milestone by leveraging our STAR&R portal. There are a host of awards - including monetary awards as well as morale boosting awards.		
Career enhancement programmes through continuous upskilling and trainings	Free access to **LinkedIn Learning**, that houses over 16,000 courses.	Firm sponsored career enhancing **certification courses** and tie ups with Coursera, Udemy, edX, Simplilearn, Pluralsight, Edureka	**Towards Leadership** programmes for high potential Associate Directors and Directors nominated to be nurtured as leaders of tomorrow.
	Role transition training for new Senior Associates, Managers, Associate Directors and Directors with Eubrics, SP Jain, IIM, Ahmedabad and ISB, respectively.	**Structured and self-paced learning** options include classroom, webinars, virtual and instructor-led as well as e-learn options on **Vantage.**	Access to **Acing Digital** programme, **LoS specific**, technical training programmes for skill, building along with foundational and **compliance** trainings.

My personal aspirations: Flexibility. Success. You can have both here.

Even as we deliver excellence, we believe that taking downtime is important. Apart from the national/regional holidays, firmwide year-end break and Pens down days, you can make the most of the leaves available to you. Choose how, when and where you work - to support your needs and interests in and outside of work. Workplace flexibility is about working creatively to manage our lives at work and at home. Know more here. We understand that one size doesn't fit all - we"re tech-powered to enable our people to be their authentic selves and support them through various junctures of their life.

- There are simple ways to build some **flexibility into your work schedule on a routine basis by using flexitime, go do it** and other flexible working options.
- Long term flexibility options such as sabbaticals, reduced hours, retain your rating, etc are also available.

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niva Bupa
Health Insurance

Letter Of Intent

Date: 5th October 2023

Name: Dr. Lalita Morang

Location: Gurgaon

Dear Dr. Lalita,

1. We are pleased to inform that you have been shortlisted for the position of **CREST Management Trainee** in Claims Department in **Niva Bupa Health Insurance.**
2. Your date of joining would be June 2024, failing which, this offer letter shall automatically stand withdrawn and cancelled from date of issuance of this letter, until otherwise the same is mutually agreed and revised accordingly.
3. This letter is only **Letter of Intent** and formal offer letter will be issued to you by January 2024.
4. Your annual compensation breakup shall be as below:

   - **Fixed*: INR 12,00,000/-**
   - **Performance Pay*: INR 1,20,000/-**

   ***Fixed CTC is subject to Statutory, Tax deduction as applicable.**
   ***Performance Pay may vary as per the performance rating by NBHI.**

5. **Please carry original and submit the copies of the following documents on the day of joining:**

   a. PAN Card and E- Aadhaar Card
   b. X & XII passing certificate.
   c. Graduation and Post-Graduation - Degree and Marksheet
   d. Cancel Cheque

6. **However, in the event of any misconduct by you, this letter of Intent shall automatically stand withdrawn and cancelled from date of issuance of this letter.**

We look forward to welcoming you, and wish you all the best for this exciting new journey.

For Niva Bupa Health Insurance

Nirban Mandal

Authorized Signatory

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niva Bupa Health Insurance

Privileged & Confidential

03-06-2024

LALITA MORANG
Noida - NOC,Noida, Uttar Pradesh, India, (Branch Location)

OFFER LETTER

Dear **LALITA,**

We are pleased to offer you the position of **Crest - Management Trainee** in **Band M6**, subject to the following terms and conditions:

1. This offer remains subject to the terms of the appointment letter to be executed by you on the day of joining and to the procedures, policies, benefits and other terms of Niva Bupa Health Insurance (NBHI), which will be provided to you at the time of your joining or communicated to you from time to time. All such procedures, policies and benefits will be subject to our periodic review and can be changed with or without notice.
2. You will be based at **Noida - NOC,Noida, Uttar Pradesh, India, (Branch Location)** and will be reporting to **Senior Vice President - Retail On boarding & Group Pricing - Claim Management** .
3. A detailed break-up of your compensation is in the attached **Annexure I**. The compensation, including incentives or rewards shall be subject to tax deducted at source as per the applicable tax laws.
4. This offer is subject to verification of your credentials and background, completion of all necessary documentation, reference check to our satisfaction.
5. Subsequent your acceptance to this offer, you will receive communication on our on-boarding process along with the list of documents to be shared with us.
6. Please note that your employment with NBHI will be "at will" and is not for a specified period. Hence, either you or NBHI may terminate the employment relationship at any time, with or without cause.
7. You acknowledge that no prior verbal or prior written agreements, prior promises or representations that are not specifically stated in this offer will be binding on us.
8. This document is privileged and confidential. You will maintain confidentiality and secrecy and will not disclose any of the contents of this offer to any third party.

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9. If you are in agreement with the above terms, you are requested to revert to the undersigned not later than **05-06-2024** by signing this offer letter and returning it to the address provided below or sending your acceptance by way of an email to the undersigned, failing which, this offer will expire.

We look forward to long lasting and mutual beneficial relationship and are confident that your abilities will play a key role in our company.

Yours sincerely,
For Niva Bupa Health Insurance

Mohit Marwaha
Vice President & Head - Talent Acquisition, HRBP & HR Operations

EMPLOYEE ACCEPTANCE
I accept this offer of employment with the Company under the terms set forth in this offer letter:

LALITA MORANG

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DocuSign Envelope ID: EF06EF4B-927C-4109-BC84-110C2F745ED0

Deloitte.

Deloitte Consulting India Private Limited
Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India

Tel: +91 040 67621000
www.deloitte.com

Jun 27, 2024

Ms. Lavleen Kaur
771-A Urban Estate Phase-1,
Jalandhar, 144022
India

Subject: Offer of Employment

Dear Lavleen Kaur:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Hyderabad.**

We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **July 29, 2024**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 600,000/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10**% of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs./₹ 100,000/-** subject to your reporting for full-time employment on **July 29, 2024**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **12 months** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") requires their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in **Annexure B**.

Your compensation details are confidential, and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like you to join the Employer on **July 29, 2024**, or an alternative mutually agreed upon date.

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

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This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Lavleen Kaur, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited
Best regards,

DocuSigned by:
By: Pooja Madnani
4FCBBA075B794CA...
Signature

Authorized Signatory

Acceptance

I, **Lavleen Kaur**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

Signature _____ Date _____

Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10
Sealed Time: 2024.06.27 14:17:38 -07:00

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Placements

From: Rawatkar, Ateet <arawatkar@deloitte.com>
Sent: 01 September 2023 17:30
To: N Satheeshkanna; Placements
Cc: Pillay, Kanchan; Titus, Tina Mary; Singh, Shraddha; Das, Piyush; USI Consulting Campus TA
Subject: Deloitte USI Consulting || Confirmation of verbal offers || IIHMR Jaipur
Attachments: Deloitte USI Consulting_IIHMR Jaipur_VOE.xlsx

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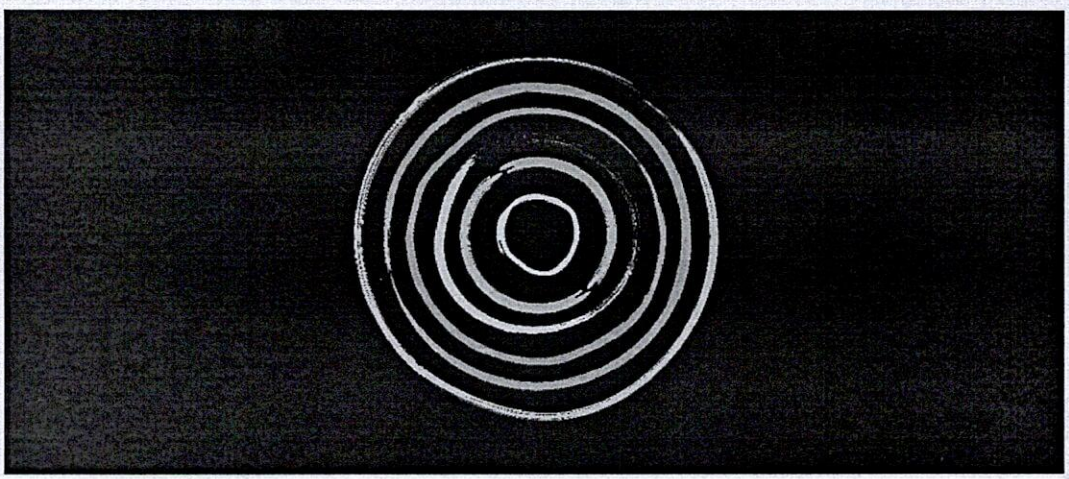
Deloitte US-India Offices | September 1, 2023



Shortlisted candidates

Confirmation

Dear Team,

Thank you for participating in the 2024 campus recruitment by **Deloitte US-India Offices.**

On behalf of our organisation, we would like to thank you for all your support and collaboration.

As a follow-up to the **5 offers** communicated verbally, we have attached the complete list of students selected from your institution. We request you to fill in

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the required information in the prescribed format by downloading the document and send it back to us by **5-Sep-2023**.

We will be reaching out to each of these candidates for key information/documents to release the offer.

We look forward to receiving further details from your end. Should you have any queries, do not hesitate to reach out to us at usiconsultingcampus@deloitte.com.

Regards,
Talent acquisition team
Consulting
Deloitte US-India Offices



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S.No	Full Name	Offer Acceptance	Title/Designation
1	Lavleen Kaur		Analyst
2	Prabhleen Kaur		Analyst
3	Shivani Nishchay Shelke		Analyst
4	Tanu Gupta		Analyst
5	Divya Maheshwari		Analyst

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IPA International Pediatric Association

Every Child · Every Age · Everywhere

IPA Officers and Executives

President
Naveen Thacker, India

President-Elect

Joseph Haddad, Lebanon

[redacted]ecutive Director
Aman Pulungan, Indonesia

Coordinator of Development
Adamos Hadjipanayis, Cyprus

Treasurer
Jonathan Klein, USA

IPA Executive Committee
(also members of Standing Committee)

Naveen Thacker, India
Joseph Haddad, Lebanon
Enver Hasanoglu, Türkiye
Aman Pulungan, Indonesia
Adamos Hadjipanayis, Cyprus
Jonathan D Klein, USA
Camilla Kingdon, UK
Amy Gray, Australia
Carlos G A Rivera, Mexico

IPA Standing Committee

[redacted]qbal Ahmad Memon (APPA)
M. Ashraf Sultan, Pakistan (APPA)
Nitin Kapur, Australia (APPA)
Santosh T Soans, India (APPA)
Piprim B Yanuarso, Indonesia (APPA)
Sara Helen Goza, US (AAP)
Catherine Farrell, Canada (CPS)
Marcela María Fama Pereira (ALAPE)
Dipesalema Joel, Botswana (UNAPSA)
John Adabie Appiah, Ghana (UNAPSA)
Massimo Pettoello-Mantovani, Italy (EPA/UNEPSA)
Stefano del Torso, Italy (EAP/PS-UEMS)
Koray Boduroglu, Türkiye (UNPSTR)
Erkin Rahimov, Azerbaijan (UNPSTR)
Basim Al-Zoubi, Jordan (UAPS)
Hassan Afilal, Morocco (UAPS)
Barbara Rubio, Spain (ISSOP)
María del Carmen Calle Dávila, Peru (IAAH)
Rajeshwar Dayal, India (ISTP)
Sameh Shehata, Egypt (WOFAPS)

Administrative Office:
9804 Voss Road Marengo II.
60152 USA II
Admin Email id: adminoffice@ipa-world.org

Date: 19th March 2024

Dear Dr Madhumita Singh,

We are pleased to offer you for the position of Intern, with the International Pediatric Association (IPA). The position will allow you to work from Gandhidham, Gujarat, India. You will be working under the guidance of Dr. Naveen Thacker, President, IPA, and will be directly reporting to him.

Below mentioned is your job profile:

1. The intern will assist in communications and coordination related to the IPA.Most of the communication will be by email.
2. To assist in preparing and submitting minutes of meeting
3. To report and escalate to upper management as and when needed.
4. To create and maintain a comprehensive project documentation.
5. To perform any other duties assigned by senior management as per the need of the projects.

For the starting 3 months from the joining date, you will be working as an Intern with a stipend of Rs 15850/-. After completion of 3 months, you will be working full time, 09:30hrs to 06:30 hrs and we will offer you the monthly consolidated remuneration of Rs. 40850/- which includes internet and mobile charges. The salary will be directly transferred to your account and whereas the wire/ transaction charges will be borne by the organization which is included in the salary. One month notice is required from both the sides in case of curtailing the contract period.

During that time, you will be liable to deposit back the logistics provided to you by the organization. Please note that your contractual employment is not being as a regular employee of the organization. The terms and conditions of the service that are applicable to our regular employees shall not apply to your contractual employment and that you shall not make any such claims.

Regards,

Dr. Naveen Thacker
President, IPA

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HealthAsyst

Business Office:
147,111 Floor, Anjaneya Techno Park
Old Airport Road,
Bangalore 560008, India
P: +91 80 4266 7700

SOFTWARE TRAINING AGREEMENT

THIS AGREEMENT is made on 9th **January'2024** between: HealthAsyst (P) Ltd., a company incorporated under the Companies Act 1956, having its place of business at No 147, 3rd Floor, Anjaneya Techno Park, Kodihalli, Airport Road., Bangalore - 560008 represented by its HR, Mr. Pranay Khadke, hereinafter referred to as the "Company", (which term shall, unless repugnant to the context, mean and include its successors-in-interest and assignees) of the ONE PART :

AND:

Madhura Sudhir, D/O-N C Sudhir, aged about **25 years**, currently residing at #92/1,6th C Main Road, Appanna Block, R T Nagar, Bangalore North, Bangalore, R T Nagar,Karnataka-560032, hereinafter referred to as the "Trainee- Business Analyst" (which term shall unless repugnant to the context mean and include his/her heirs, legal representatives, assigns, executors and administrators) of the SECOND PART:

AND:

Nandi Channakeshavaiah Sudhir, aged about **59 years,** currently residing at #92/1,6th C Main, Near HMT Layout, Appanna Block, Bangalore North, Bangalore, Karnataka-560032 hereinafter referred to as the "Surety" (which term shall unless repugnant to the context mean and include his/her heirs, legal representatives, assigns, executors, and administrators) of the THIRD PART:

A. WHEREAS THE Trainee has applied to the Company to be appointed as a Trainee - Business Analyst.

B. AND WHEREAS in pursuance of such application, the Company has agreed to appoint the Trainee as a Trainee-Business Analyst **("Trainee- Business Analyst")** on the terms and conditions contained herein.

C. AND WHEREAS the Trainee recognizes and accepts that at this time other than exposure to academic learning, the Trainee has received no formal, effective technical, or practical training enabling him/her to independently function and carry out duties as a Software Engineer or Management Executive as applicable.

D. AND WHEREAS the Trainee further recognizes and accepts that prior to and at the time of joining the Company, he/she has not been exposed to and, therefore, has not acquired any domain, technical or soft skills, which are essential to ensure that the performance of duties by the Trainee meets the current business needs, parameters, standards, and efficiency levels that the marketplace demands;

E. AND WHEREAS the Trainee has agreed and accepted to receive formal, structured, and extensive training through courses, modules, and programs developed by the Company in order to enhance his/her skills and expertise and impart specialized knowledge.

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F. AND WHEREAS upon successful completion of the training to the satisfaction of the Company, the Company may at its sole and exclusive discretion, absorb the Trainee as an employee with suitable designation and compensation.

G. AND WHEREAS the Trainee is aware that in order to impart the type of training, the Company would be expending substantial sums of money and incurring substantial related costs. In addition, valuable resources of the Company would be utilized for this purpose.

H. AND WHEREAS the Trainee recognizes and accepts that the Company would be put to substantial financial loss, inconvenience, loss of resources, loss of business opportunities, man hours, computer time, etc., in the event the Trainee separates from the Company **within 12 (twelve) months from the date of commencement of training or within 18 (eighteen) months from the date of absorption of the Trainee as an employee.**

I. **AND WHEREAS THE TRAINEE further recognizes and agrees that in the event the Trainee separates from the Company (a) within 12 (twelve) months from the date of commencement oftraining or thereafter within 18 (eighteen) months from the date of absorption of the Trainee, she/he would be liable to compensate the Company in the manner as outlined in this Agreement:**

NOW, THIS AGREEMENT WITNESSES AS FOLLOWS:

1. The Trainee has applied for, and the Company has agreed to appoint the Trainee as a "Trainee-Business Analyst."
2. The commencement of the training shall be on **1st April 2024**

3. The training ("Training"), primarily in the nature of classroom training and project assignment, shall last for a period of 6 (six) months ("Training Period").

4. The Trainee shall be paid a monthly stipend and an ex-gratia amount (Ex-Gratia) as provided in Exhibit A during the Training Period & subsequently for 6 more months. This shall be paid for each month on the last working day of the month.

5. The Trainee agrees to undergo the Training immediately on commencement of the Training. The objectives, methodology, content, and evaluation process of the training are outlined in **Exhibit B** and are detailed in the HealthAsyst Training Program for Trainees ("HATPT") module document, which is available to the Trainee for reading with the Company's Human Resource ("HR") department. The Trainee is expected to qualify in the training, which is intended to render him/her competent to undertake software development tasks.

6. The Trainee would be required to undergo **project assignment under the guidance and supervision of an employee of the Company** as a part of the Training.

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7. The Trainee undergoing Training is subjected to Company's Assessment and Evaluation Policy. Trainee may peruse the HATPT module document at the HR department and it is assumed that the Trainee is aware of the contents of this policy.

8. Upon successfully completing the Training, subject to the satisfaction of the Company, the Company may at its sole discretion, absorb the Trainee as an employee with suitable designation and compensation at the end of 12 months. In the event of such an offer of absorption, the Trainee shall serve the Company as an employee for a period of not less than 18 (eighteen) months.

9. The Trainee accepts, agrees, and admits that in the event of his/her:

a) **separation (voluntary or otherwise) from the Company during or within 12 (twelve)months of the commencement of the training; or**
b) **separation (voluntary or otherwise) from the Company within 18 (eighteen) months from the date of absorption.**

The Company would not only incur substantial damages and losses but would also be compelled to once again incur similar expenses to advertise and select a replacement Trainee and carry out the exercise of training with a new trainee.

10. The Trainee further accepts, agrees, and admits that the nature, quality, intensity, and content of Training to be imparted by the Company is normally not found in or available with or imparted in the market or if available at all is at a very high cost. The Trainee is aware that the Company would have earned considerable revenue by deploying its resources on other commercial tasks instead of using them for imparting the Training to the Trainee. The Trainee admits and recognizes that the training offered by the Company involves substantial training costs, man-hours, and resource utilization.

11. The Trainee acknowledges that in the event of his/her separation (voluntary or due to breach of the code of conduct from the Company before the completion of the Training Period within 12 (twelve) months from the date of commencement of Training, or within 18 (eighteen) months from the date of absorption of the Trainee as an employee, he/she would be in material breach of his/her obligations under this Agreement and would therefore be liable to pay the Company, on-demand and without demur, the amount demanded by the Company towards the expenses incurred by it on account of and in connection with the Training of the Trainee, which includes the cost of supervision, overhead expenses and other direct and indirect expenses incurred by the Company. The same is quantified, which the Trainee agrees is a fair determination of the expenses, for the purposes of this agreement as follows:

a. **100% of total Ex-Gratia paid to him/her each month by the Company as provided in Exhibit A, until the date of breach by the Trainee or 6 months whichever is lesser;**
b. **An amount of Rs. 3,50,000/- (Rupees Three lakh fifty thousand only) towards Training Costs**

In all cases of separation for any reason whatsoever from the Company, the Trainee shall compensate the company for the amounts set forth in clause 11 (a) and 11 (b) ('Liquidated Damages').

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12. The Liquidated Damages shall be recovered on a pro-rata basis in the following manner:

i. 100% of the Liquidated Damages in the event the Trainee separates from the Company within 12 (six) months from the date of commencement of training or within 6 (six)months from the date of absorption.

ii. 75% of the Liquidated Damages in the event the Trainee separates from the Company after 6(six) months to 12 (twelve) months from the date of absorption.

iii. 50% of the Liquidated Damages in the event the Trainee separates from the Company after12(twelve) months to 18 (eighteen) months from the date of absorption.

13. The Surety herein solemnly undertakes to pay the Liquidated Damages as applicable immediately upon receipt of demand there of being made by the Company. The Surety shall raise no objections on any ground such as insufficiency of training or any other reason as a ruse to avoid the Surety's responsibility to pay the amounts demanded by the Company.

14. The Surety is aware and agrees that the Company need not make a prior demand on the Trainee before making a demand on the Surety. Surety is also aware and agrees that Surety cannot question the basis of the demand or whether the demand is genuine, fair, reasonable, or truly represents the damages or loss incurred by the Company in providing the Training and opportunity to the Trainee.

15. Both Surety and the Trainee are aware that the Company has the right to terminate the Training or employment of the Trainee for acts of misconduct, indiscipline, absence, refusal to obey orders, or for unsatisfactory progress of Training due to fault of the Trainee during the Training Period.

16. The Surety hereby undertakes and accepts:

a. that his/her liability is co-extensive with that of Trainee, that he/she shall be jointly and severally liable with the Trainee for payment of all amounts that may become due andpayable to the Company under this Agreement.
b. that the Company shall be at liberty to enforce this guarantee in this Agreement furnished by the Trainee against the Surety without necessarily seeking to enforce the same against the Trainee in the first instance.
c. that the Company shall be entitled to proceed either against the Trainee or Surety or both for recovery of any amounts due under this Agreement.
d. that any demand made on the Trainee under this Agreement shall be deemed to be sufficient notice of such demand also on the Surety; and
e. that the Surety guarantees the satisfactory performance by the Trainee of each of the clauses, terms obligations, and conditions of this Agreement voluntarily and after being fully aware of all legal consequences arising out of being a surety to ensure the due performance of each of the clauses, terms obligations and conditions of this Agreement.

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17. This Agreement shall be governed by, construed, and enforced in accordance with the lawsof India. The parties to this Agreement hereby agree to submit to the exclusive jurisdiction of courtsin Bangalore for any dispute arising out of or related to this Agreement.

18. Courts in Bangalore shall have exclusive jurisdiction to the exclusion of all other Courts.

19. The Trainee and Surety agree that he/she has consulted an external counsel and is entering into this Agreement voluntarily and free from any coercion or undue influence.

IN WITNESSES WHEREOF the Company, Trainee, and the Surety have signed this Agreement on the date, month, and year first above written before the following witnesses:

WITNESSES:

COMPANY
Mr. Pranay Khadke, HR Head

TRAINEE
Ms. Madhura Sudhir
11/01/2024

SURETY

Mr. Nandi Channakeshavaiah Sudhir

11/01/2024

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Exhibit A

The Trainee will be paid the following per month during the period of Training:

Stipend: Rs. 8,049
PF (Company contribution): Rs.1,800
Gratuity: Rs. 852
Ex-Gratia: Rs. 39,299
Total Gross: Rs. 50,000.00

Exhibit B

Outline of HealthAsyst Training Program for Trainees (HATPT)

The HATPT may consist of several training modules (module and program used interchangeably) which are currently two namely

1. Technical, Domain, and Products Training
2. Management Skills Training

1. Technical Training:

The Trainee shall undergo Technical training in all or any of the following Company-designed courses as a specified program. The curriculum may be defined based on the Company's requirements from time to time. At present the modules are as follows:

Generic modules like programming principles, Testing, Database concepts, Quality Systems Concepts, Computer Hardware & Software, development life cycle process, healthcare domain or product training, and other subjects.

2. Management Skills Training:

The Trainee shall undergo pre-determined management skills programs during and as a part of the HATPT. These programs would cover communication skills and business skills and such other components as the Company may determine from time to time depending upon varying business requirements.

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1537

CEL COMMUNITY EMPOWERMENT LAB RESEARCH AND INNOVATION IN PUBLIC HEALTH | icmr INDIAN COUNCIL OF MEDICAL RESEARCH CCoE COLLABORATING CENTRE OF EXCELLENCE

Date: June 11, 2024 Ref: CEL/HCAP/202406/011

To
Madhuri Dixit,
Kesar City, Khandwa, Madhya Pradesh.

Sub: Offer Letter

Dear Madhuri,

It is our pleasure to extend the following offer letter to you on behalf of CEL further to the interview and discussions you have had with us.

We are pleased to offer you a position as **Research Associate** in this capacity, you will report to **Vinay Pratap Singh – Director Research Management.** You may be required to travel frequently to field sites and other locations from time to time to effectively carry out your duties.

Term of Employment:
This is a full-time employment with the date of joining no later than **8 July 2024** However, either party may terminate this employment agreement by notice given in writing observing the statutory notice of a minimum of 30 days.

Remuneration:
Your remuneration is fixed at an annual cost to company of **INR 4,80,000 Lakhs** inclusive of taxes, Your salary will be disbursed to your salary account no later than the 7th day of the subsequent month. CEL's policy is to review performance formally on an annual basis and reconsider compensation based on merit at that time. In addition to this policy, CEL managers review performance on an ongoing basis.

Taxes:
CEL will make deductions for Income Tax and other statutory deductions from your monthly salary, as per Income Tax rules and provisions, and deposit the same with the concerned Treasury/Department.

Probation:
You will be on probation for a minimum period of six months from the starting date of your joining. During the probation period, CEL may terminate this offer letter by providing 24 hours written notice. At the expiration of the probation period, your performance will be reviewed. If your performance is found to be unsatisfactory the management will reserve the right to terminate your services or extend the probation period.

Reimbursements:
CEL shall reimburse you for all reasonable expenses incurred in the proper performance of your duties hereunder against prior approval and production of written evidence of such expenses to the reasonable satisfaction of your CEL manager/ approving authority, and in accordance with CEL's travel & business expenditure policy.

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

General:

On joining the organization, you shall abide by the rules and regulations of the organization as may be in force from time to time. You will be required to maintain utmost confidentiality in respect to proprietary, confidential data information, documents and the organization's Human assets profile. Regular performance reviews will be done to benchmark your performance against organizational standards.

We welcome you on board. At the time of joining, the Human Capital team will give you a detailed letter of appointment. We would expect you to join no later than **9 July 2024** in keeping with our discussions with you, otherwise this offer will stand withdrawn automatically within ONE week of the joining date, or it stands canceled in case of any deviations in information provided by you.

It's our pleasure to welcome you to CEL. We sincerely hope that you will consider this offer favorably. We at CEL look forward to working with you.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

With best wishes,
For CEL Ventures Private Limited

Simanta Mohanty
Chief Development Officer

AGREED AND ACCEPTED:

DATE OF ACCEPTANCE:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Outlook

FW: Hospital admin SR Kalla Hospital

From N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Date Fri 3/1/2024 3:13 PM
To Anita Thapa <anitathapa@iihmr.edu.in>

From: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Sent: Friday, March 1, 2024 2:50 PM
To: N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Subject: Fwd: Hospital admin SR Kalla Hospital

Sent from Outlook for Android

From: drankurmittal@rediffmail.com <drankurmittal@rediffmail.com> on behalf of Ankur Mittal <drankurmittal@rediffmail.com>
Sent: Thursday, February 29, 2024 2:53:37 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Subject: Re: Hospital admin SR Kalla Hospital

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Sir,

First of all we are very grateful to you and your organization for your help and support. The following students are selected by us from among the students you sent for the interview. All of them will be kept on 3 months' probation period and during probation period we will pay Rs. 10000/- per month for each student as a stipend. After completion of 3 months' probation period they will finally appoint on permanent and the salary will be Rs. 5 lac per annum CTC with extra perks if any.

Student Names:
- Ms. Anita Yadav
- Dr. Sanya Kawatra
- Ms. Karuna Naruka
- Dr. Mahima Sharma
- Ms. Sanjana Kalra
- Mr. Vikas Saini
- Ms. Diya Jain

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Dear Dr. Ankur,

It was great interacting with you.
Please share the list of shortlisted students .
We can line them up for the interview on 27th February 2024 between 2:00 pm – 4:00 PM at your premises.

With Regards,

Vinod Tejwani
Dean- Placements & Alumni Relations

A:
IIHMR University
| 1, Prabhu Dayal Marg,
Near Sanganer Airport,
Jaipur – 302029

E:
vinodtejwani@iihmr.edu.in|
W:
www.iihmr.edu.in

M:
+91 9891393008, 9929754987

P:
+91 141 3924700 (213)

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1, Prabhu Dayal Marg
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PrimEra

EMPLOYMENT OFFER

09/05/2024

DR. MANREET SINGH
312-X,Lane :1 Majithia Enclave Patiala ,Punjab 147001
312-X,Lane :1 Majithia Enclave Patiala ,Punjab 147001
Punjab
India
147001

Dear DR. MANREET SINGH,

With reference to your application for employment and interview and further discussions, we are pleased to offer you employment as **Associate Analyst** in **PrimEra Medical Technologies Private Limited**.

1. **Date and place of Joining:**

You are expected to join on **15/05/2024** You are required to complete the Joining Formalities and the documents required are mentioned in Annexure – A along with other Terms.

Your place of posting will be at Hyderabad - CV Heights.

2. **Salary:**

Your CTC will be INR **600000/- (Rupees Six Lakh Only**) Which includes Gross Salary of INR **578400 /- per annum**. Statutory deductions will be applicable as per prevailing laws viz., Income tax, PT, PF, ESI etc. All perquisites and benefits including reimbursements are subject to Income Tax provisions, which may be applicable, including taxation on perquisite value. Detailed Salary Breakup available in Salary Annexure.

3.**Conditions for the Employment offer:**

Further to inform that, The company will conduct Back ground verification including but not limited to Education, previous employment and criminal records etc.,. In the event of statements and documents furnished at any stage of the recruitment or during employment founds false, misleads, omission or suppression of facts or if the company receive or notice adverse report against you that may detrimental to interest of the company, then the company shall have a right to terminate your employment at any point of time without giving a notice, nor any payment for any work done or in lieu of as stipulated any document, notwithstanding any other terms and conditions envisaged in any document. The company reserve the rights to initiate the action against you in the court of law as they deem fit for criminal breach of trust.

4.**Offer Validity:**

This offer of employment is valid for 24 working hours from the date of intimation to the candidate by any digitalized communication.

This letter of offer is based on the information furnished in your application and during the interviews you had with us. If, at any time in future, it comes to light that any of this information is incorrect or any relevant information has been withheld, then your employment is liable to be terminated without notice.

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5.**Rescindment of offer:**

5.1 That in the event of cancellation of this employment offer by Primera Medical Technologies, we shall compensate you by paying an amount equivalent to 3 months offered Gross salary as per this agreement.

5.2 Whereas in case of you committing a breach of this agreement by not joining with us, you shall pay to Primera Medical Technologies an amount equivalent to 3 months offered Gross salary.

5.3 If you fail to acknowledge or delay the acceptance within the time specified in this offer letter, we can rescind the offer without any intimation and without any compensation. Change in joining date can be done at our discretion.

6.**Authorized Representative:**

The authorized representative on behalf of the company to issue the letter of employment offer to be signed and stamp by the designated persons

6.1 Human Resource Department

7.**Jurisdiction of Litigation:**

In the event of dispute hereto in regard to validity, interpretation, implementation, or alleged material breach of any clause of this Employment offer letter or the use of the confidential information, the parties hereto may recourse to mutually accepted arbitrator as per Arbitration and conciliation Act 1996 in the Hyderabad Jurisdiction. If there is no consensus on arbitration process, they can go for judicial proceeding at court of Hyderabad jurisdiction.

Kindly, refer to enclosed **Annexure A** for the terms and conditions of the offer.

We wish you a long and successful career at PrimEra.

Authorized Signatory
Sridevi Menon
Associate Director - HR
Date: 09/05/2024

I declare and acknowledge that have read the letter of employment offer and understood the content and obligation. I have signed this offer without any coercion and free of mind to accept the same.

Signature of Candidate:
Date:
Place:
Note: (Attach a valid document to verify the signature)

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1, Prabhu Dayal Marg
Near Sanganer Airport Jaipur-302029

PrimEra

SALARY ANNEXURE

Name: DR. MANREET SINGH

Designation: Associate Analyst

COMPENSATION DETAILS

Salary Components	INR - Monthly	INR - Annualized
Salary Components		
Basic	25000	300000
HRA	10000	120000
Special Pay	11200	134400
Statutory Bonus.	2000	24000
Sub Total	**48200**	**578400**
Employer Contribution		
PF & EPS - Employer Cont.	1800	21600
Sub Total	**1800**	**21600**
Cost to the Company	**50000**	**600000**
Deduction		
PF (Employee Contribution)	1800	21600
Professional Tax	200	2400
Sub Total	**2000**	**24000**
Net Take Home (Excluding Applicable Taxes)	**46200**	**554400**

Notes: Details of Benefits offering by the company

1 Bonus/Statutory Bonus, if applicable as The Payment of Bonus Act, 1965, shall be paid in 12 equal monthly installments in advance

2 Gratuity is applicable as per Payment of Gratuity Act 1972

3 Benefits – PrimEra Medical Technologies Pvt Ltd., will provide Medical Insurance for self, spouse and up to 2 kids. Also provide Accidental insurance for employee only

4 Reimbursements - Travel, Relocation, Certifications, Trainings/ Cab Facility/ Meal Card/ Insurance/Allowances/Bonus are as part of the Company Policy in force from time to time and may be altered/modified at any time without any prior notice

5 Company is providing the Meal card as per the policy which is not salary component.

6 Salary Structure of The Company may be altered/modified at any time without any prior notice and your remuneration and other terms may accordingly be altered/modified from time to time.

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ANNEXURE A

High Level Employment Terms and Conditions

- This Offer is valid only if accepted within 24 hours; else offer is deemed to have been cancelled
- You will be on full time employment with PrimeEra and during the tenure of employment, you should not undertake any direct/indirect business/work/assignment, whether honorary or for payment
- You will retire from the PrimEra Services on reaching the age of 60 years or earlier if found medically unfit. Your date of birth already given by you in your application form would be treated as binding and final.
- Your job is transferable and the Company reserves its right to require you to work in any shifts from any of its offices or client location, whether in India or Abroad.
- Your employment is subject to the Company receiving satisfactory references from the references provided by you and (OPTIONAL) your successful pre-employment medical check-up.
- Your salary/compensation details are strictly confidential between you and the Company. It should not be disclosed or discussed with any other person or official in the company or outside unless required for disclosure as per statutes.

Documents Required

Educational Certificates:

A) SSC (Board of secondary education)

B) 10+2 (Board of higher secondary)

C) Graduation (Provisional Certificate, Consolidated Memo, University Certificate)

D) Other Highest Qualification (Provisional Certificate, Consolidated Memo, University Certificate)

Employment Certificates

A) Relieving Letter of all the previous employments

B) Latest 3 months Pay Slips from last employer

C)From 16 of Previous Financial Year from previous employer

Other Documents

- Passport / ID Proof / Aadhar Card
- Aadhar & Pan Card Copy is Mandatory for salary processing
- 4 Copies of passport size photographs
- PF and UAN Details – Previous Employer
- KYC details (Any 4 of the following 8 documents details required)
- Bank Account (Any savings account)/ NPR / Passport / Driving License/ Voter ID Card/Ration Card / ESIC Card
- Current Address proof.

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Contact details

- Mobile Number linked with Aadhaar
- Person name and contact number for Emergency contact

- At the time of joining employment, you shall sign and accept o Terms and conditions of employment
- Employment, Invention and Confidential Information Agreement
- The detailed list of job related accountabilities and work-related terms and conditions including the code of Ethics and detailed break of CTC would be provided along with the Appointment letter

PrimEra Medical Technologies Private Limited

Sridevi Menon
Associate Director - HR

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

1540

KRISHIV
Health Care

DATED: 29TH MAY,2024

Dr. Manya Saraswat

We are pleased to offer you position of "MANAGEMENT TRAINEE" in the Department "OPERATION/MARKETING/QUALITY/ADMINISTRATION" of our organization for SKMH, Jaipur, Rajasthan (A Unit of Krishiv Health Care, Jaipur) on mutually agreed terms and conditions during the interview. Please proceed to join your duty at the earliest but not later than 15TH JUNE, 2024.

Your appointment shall be effective from the date of joining. To enable us to complete you're joining formalities, please bring along following documents in original with a self-attested photocopy at the time of joining our organization.

1. All Academics Certificates from SSC / equivalent onwards.
2. School leaving certificate / any proof of Date of birth.
3. PAN Card.
4. Aadhar Card.
5. Copy of Resignation Certificate duly acknowledged.
6. Relieving Letter from last employment.
7. Passport size photographs -6 nos.
8. Proof of two past employments.
9. Proof of last drawn salary - salary slip /bank transfer advice/ appointment/Increment letter.
10. Passport, if available.
11. Covid Vaccine Certificate.
12. Address proof (Voter's ID/ Ration card / E-Bill/ DL/ Adhar card).
13. One Cancelled Bank Cheque.
14. Any other document like Appreciation Letter, Award Certificate obtained during job.

Your appointment is subjected to verification of all the documents, medical check-up report and reference check. Your appointment is contractual in nature. Please note that delay in joining beyond the specified date mat result in cancellation of this offer.

Please sign & return a copy of this letter as acceptance of the offer within 48 hours. This is a confidential document and cannot be shared by you with any third party.

For SKMH, Jaipur,
(A unit of Krishiv Health care)

Authorized signatory

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Sardarmal Khandaka Memorial Hospital
Hathoj, Kalwar Road, Jaipur - 302012
Phone : +91 141 2860259
Mobile : +91 9251005842
Email : info@krishivhealthcare.com
www.krishivhealthcare.com

Anita Thapa

From: *Vinod Tejwani*
Sent: *20 May 2025 17:17*
To: *Anita Thapa*
Subject: *FW: REGARDING RECRUITMENTS*

Follow Up Flag: *Follow up*
Flag Status: *Flagged*

With Regards,

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

Go Green: - Please do not print this email unless it is necessary. Every unprinted email helps the environment

From: KRISHAN GOPAL KUMAWAT <kg_kumawat@yahoo.com>
Sent: 29 May 2024 03:55 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Kirti Agarwal <kirti@iihmr.edu.in>; kirtika.singh18@gmail.com
Subject: REGARDING RECRUITMENTS

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Vinod Tejwani

Thank you so much for your coordination and support for hiring freshers. Based on the interaction and interview process done on 27th May 2024 at IIHMR University Jaipur , we have selected below candidates for positions at Krishiv Healthcare. All of them will be kept on 6 months' probation period and during probation period we will pay Rs. 25000/- per month for each student as a stipend. After completion of 6 months' probation period we will finally appoint them on our permanent roll with a salary between 6 LPA- 7.2 LPA based on performance with extra perks if any.

		During Training		Post Submission of Degr	
Candidate Name	**Unit Name**	**Designation**	**Stipend P.M.**	**Designation**	**C**
Dr. Manya Saraswat	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager- Operations/ Quality/ Supply Chain/ any other	6
Dr. Akshat Tomar	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager- Operations/ Quality/ Supply Chain/ any other	6
Mr. Ashok Sharma	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager Operations/ Quality/ Supply Chain/ any other	6
Ms. Himani Sharma	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager- Operations/ Quality/ Supply Chain/ any other	6

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Ms. Swati Saha	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager-Operation/Quality/ Supply Chain/ any other	6
Mr. Suneet Mukherjee	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager-Operations/ Quality/ Supply Chain/ any other	6

We request your support in sharing these letters with the respective students and we would appreciate it if you could share the signed copies of these letters with us.

With Regards,

Human Resource

Krishiv Healthcare

Contact us -0141-2860259

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

1541

HRD/COV/1007855301/24-25

Navigate your next

October 8, 2024

Dr. Meenal Mahajan

115, Telephone Nagar, Indore,

Madhya Pradesh, 452018

India

Ph: +91- 8839629214

Dear Meenal,

Welcome to Infosys!

At Infosys, our purpose is to amplify human potential and create the next opportunity for people, businesses and communities. Our employees are key to realizing this. It is our continuing ambition to find and retain people who believe in our values and share our desire to build a great company.

It is therefore with great pleasure that we offer you the position of **Associate Consultant** with Infosys Limited (hereinafter referred to as **"Company"** or **"Infosys"**).

Please see enclosed the offer of employment.

The offer of employment shall remain valid for a period of 14 (fourteen) calendar days from the date of the offer of employment unless withdrawn by the Company at any time before your explicit acceptance.

The offer of employment shall be deemed to have been rejected by you, in the event : (i) you fail to communicate your acceptance to the offer within 14 (fourteen) calendar days from the date of the offer of employment where you have not been granted any extension of time by Infosys to communicate your acceptance; or (ii) you notify Infosys in writing that you are rejecting the offer of employment or (iii) you do not join the Company at the Location specified below or any other location that may be informed to you.

Please note that all the employees of Infosys are required to be double vaccinated against Covid-19 unless an exemption exists, for which satisfactory medical evidence will need to be submitted to Infosys at the time of joining.

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

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

Warm regards,

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

INFOSYS LIMITED
SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village
Singapore Township PO, Ghatkesar Mandal
Rangareddy District, Hyderabad 500 088, India
T 040 40600000
F 040 666341356

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

Registrar
The IIHMR University
Near Sanganer Airport, Jaipur-302029

Company Confidential - This communication is confidential between you and Infosys Limited

Infosys®
Navigate your next

HRD/1007855301/24-25

October 8, 2024

Dr. Meenal Mahajan
115, Telephone Nagar, Indore,
Madhya Pradesh, 452018
India
Ph: +91- 8839629214

Dear Meenal,

The details of your offer of employment with the Company, are mentioned below:

1. Role Designation : Associate Consultant

2. Role : Associate Consultant

3. Job Level : 4

4. Joining Date

Your scheduled date of joining the employment is **October 14, 2024** .

5. Location

Your location for employment is **HYDERABAD (SEZ)** , SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village Singapore Township PO, Ghatkesar Mandal Rangareddy District, Hyderabad 500 088, India.

You may be asked to relocate to any of the Company`s units, departments or the offices of the Company`s affiliates* and/or the offices of the Company`s customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant policies of the Company in that work location.

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

**For the purpose of this offer of employment, `Affiliate` means an entity that controls, is controlled by, or is under common control of the Company. `Control` includes the right to appoint majority of the directors or to control the management or policy decisions exercisable by a person or persons acting individually or in concert, directly or indirectly by virtue of their shareholding or management rights or shareholders agreements or voting agreements of in any other manner.*

INFOSYS LIMITED
SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village
Singapore Township PO, Ghatkesar Mandal
Rangareddy District, Hyderabad 500 088, India
T 040 40600000
F 040 666341356

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

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

6. Probation and Confirmation

You will be on probation for a period of 6 (six) months from the date of joining the Company. During your probation, you will be continuously assessed for your suitability to continue in service. In evaluating your suitability, your adherence to the Company policies and applicable laws will also be considered. Notwithstanding anything stated herein, and without limiting the rights of the Company, the Company would be entitled to terminate your services immediately without any notice during your probation, for the occurrence of any action/omission, including but not limited to the following:

(a) for failure to submit the documents required by the Company, details of which are enclosed in Annexure - IV;

(b) for failure to pass background checks to the satisfaction of the Company, including inability to prove employment with previous employers (i) by way of submission of statement of bank account which evidences salary payments by the previous employer, or (ii) statement of provident fund account which evidences contribution of provident fund by the previous employer, or (iii) submission of Form 16/Income tax returns filed, as issued under the Income Tax Act, 1961 or any other applicable law;

(c) for failure to perform the duties that you are capable of performing and as required by the Company;

(d) for any action/omission which may render you unsuitable for the role, as determined by the Company; and

(e) for any other reason, as considered appropriate by the Company.

Your probation shall be confirmed only upon a written communication from the Company.

7. Duties

You will perform day to day duties and activities in accordance with the job description for your Role, as well as other duties you are capable of performing, as required by the Company.

Your position, duties and reporting lines may be changed by the Company as required, from time to time, and you will be informed in writing of those changes.

Unless you are informed otherwise, these terms will continue to apply to you, even though your position, duties and reporting lines may change.

8. Leave

You are entitled to earned leave, right from your date of joining. You will be eligible for 15 (Fifteen) working days of leave annually, during probation. On confirmation, you will be eligible for 20 (Twenty) working days of leave annually.

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

The Company`s policies also provide for Maternity, Paternity and Bereavement leave. Further details will be provided to you at the time of joining.

9. Promotion and Progression

The Company is committed to a performance-based culture. Career progression and increments in your salary will depend significantly upon your performance and demonstrated achievement of agreed business outcomes and desired professional behaviour. A formal assessment of your performance will be periodically conducted in line with the Company`s performance appraisal process with which you will be required to become familiar with, and in which you will need to participate.

10. Compensation and Benefits

Salary

Your Fixed Salary including retirals will be **INR 63,751 per month** and Total Gross Salary inclusive of the Performance Bonus and retirals will be **INR 70,834** per month. Your salary is based on the work performed by you and includes an amount to compensate you for any reasonable additional hours worked by you. The break-up of your salary has been provided in the Compensation Details sheet at Annexure - I.

Basket of Allowances (BOA)

The Basket of Allowances is part of your Fixed Salary.

You will have the flexibility of choosing the components of your BOA and the amounts under each of such components that you have chosen, as per the options provided to you on the Company`s intranet.

Performance Bonus

You will be eligible for a Performance Bonus (as per the Company`s Bonus Plan) of **INR 7,083** per month, at a maximum payout of 100%. The Company operates a non-contractual Bonus Plan linked to your performance, Company`s performance and your unit / department`s performance. Any Performance Bonus amount awarded shall be entirely at the discretion of the Company. The Company reserves the right to amend the non-contractual Bonus Plan at any time. The break-up of your salary has been provided in the Compensation Details sheet at Annexure - I.

Guaranteed Performance Bonus

For the first 6 (six) months of your employment with the Company, you will be paid **50%** of your Performance Bonus amount as mentioned in the above clause (Performance Bonus), as a Guaranteed Performance Bonus. The Performance Bonus mentioned in above clause is inclusive of, and not in addition to Guaranteed Performance Bonus.

Ex - Gratia / Bonus

You will be eligible for an ex - gratia/ bonus payout which is calculated at 20% of the basic salary as mentioned in the Compensation Details sheet at Annexure - I of this offer of employment. The mode of payment will be as follows:

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

National Pension Scheme

The Company offers all India based employees the option to contribute towards the national pension scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks.

Insurance

Health Insurance: You will be eligible to participate in a Group Health Insurance Scheme and covered by default under the standard health insurance plan as per the applicable Company Health Insurance Policy. You may also choose to enhance the benefits with other participatory optional health insurance plans.

Life Insurance: You will be covered under the Group Life Insurance Scheme, managed by Infosys Employee Welfare Trust (**"Trust"**). The Trust is established for the benefit and welfare of the employees of the Company and provides assistance to the employees in various forms including but not limited to extension of medical facilities. All employees become members of the Trust, by a one-time payment of **INR 250** and a fixed monthly contribution of **INR 325** which may increase from time to time. You hereby provide consent for such amounts to be deducted from your monthly salary.

The details of the scheme(s) would be available to you when you join the Company.

11. Work Health and Safety

11.1. You agree to comply with all the directions and instructions emanating from the Company regarding health and safety and shall also take all reasonable steps to ensure that you do not undermine your health and safety or the health and safety of any other person during the period of your employment with the Company.

11.2. You hereby acknowledge and agree that you are medically fit, at all times, to discharge the role and duties entrusted to you by the Company. In the event, the Company has any concerns about your fitness to work at any point in time, the Company may require you to consult and/or undergo a medical examination with a registered medical practitioner as nominated by the Company. You hereby agree to provide the Company with a copy of any such medical reports/results and/or authorize the Company to communicate with the concerned medical practitioner regarding your fitness to return to work. In the event, you are declared medically unfit to discharge your role and duties by a registered medical practitioner or you fail to discharge your role and duties on account of your continued ill health/prolonged illness, your employment may be terminated in accordance with the Company procedure.

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11.3. You hereby acknowledge and agree that in the event you contract any infectious or contagious disease, you will immediately report this information to your manager and/or the BP-HR and upon the Company`s direction, you shall not enter the office of the Company or that of the customer, until permitted to return. The Company also reserves the right to refuse entry into the workplace to any individual who is deemed by the Company to be unfit at its sole discretion, in the interest of providing a safe and hygienic environment for all the employees and third parties visiting the workplace. You hereby agree that during such period when you are not working, you will be on earned leave and upon exhaustion of the earned leave, on unpaid leave.

11.4. You may be required to provide the Company with a medical certificate from a registered medical practitioner to verify a leave claim made on account on sickness.

12. Notice Period and Termination of Employment

Prior to the commencement of your employment with the Company, this offer of employment may be terminated by the Company without any notice to you.

During your probationary period and post confirmation of your employment with the Company, you will be required to give 3 (three) months` notice or salary thereof in case you decide to leave the services of the Company, subject to the Company`s discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the 3 (three) months` notice period. Similarly,the Company can terminate your services with immediate effect and on such termination the Company can give you 3 (three) months` notice or salary thereof.

Your services can be terminated without notice or payment in lieu of notice, at any time, for the occurrence of any of the below act(s)/omission(s), including but not limited to the following:

(a) engagement in misconduct;

(b) loss of confidence by the Company;

(c) engagement in any conduct which brings or may bring the Company into disrepute;

(d) convicted of an indictable offence or enter a plea of guilty to a charge brought for an indictable offence;

(e) in any other circumstance, in which the Company has the right to do so in accordance with the applicable law in force, including any significant breach of the terms and conditions of your offer of employment and/or breach of the Company policies.

13. Garden Leave

The Company may place you on paid leave and direct you to comply with all or part of the following in such circumstances including but not limited to, following the notice to terminate your employment by either party:

(a) not to perform any duties for part or all of the notice period or be employed or engaged in the conduct of any activity of the Company;

(b) not to enter the premises of the Company;

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(c) not to contact or have any communication with customers, prospective customers, employees, consultants, prospective investors, suppliers, distributors, shareholders, agents, representatives or other business contacts of the Company; and/or

(d) remain available to be called upon during your ordinary hours of work as specified by the Company.

During such period, the Company may appoint 1 (one) or more persons to replace you in the performance of the duties of your position.

During such period, the Company shall continue to pay you, your salary and provide your contractual benefits, but shall have no obligation to provide you with any work or opportunities to earn/accrue incentives/commission over and above your salary and all duties of your employment (express and implied) will continue, including but not limited to your duties of fidelity, good faith and exclusive service.

14. Termination Obligations

If your employment is terminated, then you must immediately return all confidential information and any other property of or relating to the Company or the customer, subsidiary or associated companies of the Company which you may have, without retaining any copies of the same.

On termination of your employment for any reason:

(a) you must repay all the monies owed to the Company;

(b) the Company will pay all entitlements owed to you; and

(c) the Company can, to the maximum extent permitted by law, withhold and set-off any amount owed by you under sub-clause (a) from or against any amount owed to you under sub-clause (b).

In the event your employment is terminated due to misconduct while on secondment, to an affiliate of the Company, or any third party, then your employment with the Company shall also stand terminated.

You hereby acknowledge and agree that any statutory or other `last in, first out` rule or any modification thereof shall not apply to you in the event of termination of your employment with the Company for any reason.

15. Deductions

During the course of your employment, you authorize and permit the Company to make any deductions, as required, from your salary in accordance with the applicable law and Company policies. The deduction can include but not be limited to: (a) personal calls made through phone provided by the Company; (b) personal expenses incurred on a Company-issued credit card; (c) recovery of any owed amounts to the Company; (d) personal use of Company-provided facilities; (e) recovery of any tax amounts paid by the Company.

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16. Background checks

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

You acknowledge and agree that the aforementioned information and/or documents provided by you to the Company are true, complete and correct and you have not withheld any information from the Company that would affect your ability to successfully carry out your employment with the Company.

If you fail to submit the necessary information and/or documents as required by the Company within the specified time period or if the Company is not satisfied with the outcome of the background checks, or if the Company finds at any time that any information and/or documents given by you are not correct, true or complete in all respects, the Company may at its discretion and to the fullest extent permitted by applicable law, revoke this offer of employment prior to your acceptance, or terminate your employment without notice or payment of compensation.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information and/or documents including but not limited to: (i) statement of bank account which evidences salary payments by previous employer, or (ii) statement of provident fund account which evidences contribution of provident fund by previous employer, or (iii) submission of Form 16/Income Tax Returns issued/filed under the Income Tax Act, 1961 or any other applicable law, or (iv) proof of submission that your Aadhaar number is linked with your Universal Account Number (**"UAN"**) as issued by the Employees` Provident Fund Organisation, India.

Please note that the Company requires you to furnish a copy of your passport at the time of joining.

17. Conflict of Interest

You agree to cease any existing engagement, whether full-time or part-time, as director / partner / member / employee / sole proprietor of any other organization / entity / sole proprietorship engaged in any form of business activity or public or charitable endeavour prior to joining the Company. You agree to ensure that your last working day with such organization/entity, whether full-time or par-time, is at least one working day prior to your start date with the Company.

You agree not to be, whether full-time or part-time, a director / partner / member / employee / sole proprietor of any other organization / entity / sole proprietorship engaged in any form of business activity or public or charitable endeavour, at any time during the course of your employment with the Company, without the written consent of the Company and to avoid situations that may lead to absenteeism, tardiness, conflict of interest or poor job performance. The consent may be given subject to any terms and conditions that the Company may think fit and such consent may be withdrawn at any time at the discretion of the Company.

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18. Other terms and conditions

18.1. You agree that your primary graduate educational degree and where applicable your post-graduate educational degree which are relevant to the role offered to you is secured under a regular full-time program and not through any distance learning and/or part time program. You further agree and acknowledge that all your educational degrees are secured from educational institutions approved by University Grants Commission (UGC)/ All India Council for Technical Education (AICTE)/ Association of Indian Universities or such of its successors. The Company reserves the right to recognize any educational degree or diploma secured from any other educational institution, in its sole and absolute discretion.

18.2. You hereby agree to provide the Company with the information and/or documents, as required, to enable the Company generate a UAN at the time of joining the Company where you do not have an existing UAN.

18.3. You hereby acknowledge and agree that, at all times during the course of your employment with the Company, you will act in compliance with your obligations under Section 142 of the Code on Social Security, 2020 or such other law, which requires you to establish your identity through your Aadhaar number provided to you under the provisions of the Aadhaar (The Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 or any other law in force for time being.

18.4. Subject to applicable laws, you shall communicate to the Company within a period of 2 (two) working days, in the event of any change in your citizenship status and/or your ability to lawfully work in India. Subject to applicable laws, you also consent to and agree that the Company may, at any time during your employment, perform a check on your citizenship status, and confirm your right to work in India.

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

18.6. You hereby agree that based on the nature of your work and business requirements, you may be required to work on rotational shifts including night shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company will be made applicable to you.

18.7. You hereby agree and acknowledge that, at all times during the course of your employment with the Company, you will physically report to work at your location for employment, as mentioned in Clause 5 of this offer of employment, unless otherwise communicated to you by the Company. In the event, you fail to physically report to work at your location for employment in disobedience of the Company`s direction to report to work without any justifiable reasons, the Company reserves the right to initiate appropriate action against you.

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18.8. The Company may at any time or times, in the event of a fire, catastrophe, natural or man-made disasters, breakdown of machinery, communication equipment, statutory restrictions, failure / stoppage of the power supply, epidemic, pandemic, civil commotion, shortage of orders or other trade reason, financial difficulty, economic conditions, or any other cause which is beyond the reasonable control of the Company, suspend work, close down any department or departments wholly or partially for any period or period. You hereby agree to be on earned leave and upon exhaustion of the earned leave, on unpaid leave for the period you have been laid off by the Company.

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

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

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

18.12. The waiver by the Company of any breach of any term of this offer of employment will not prevent the Company from subsequently enforcing that term and it will not be deemed a waiver of any subsequent breach.

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

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

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

Yours sincerely,

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

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

Date: _____, 20_____

_____
Sign your name

_____ _____
Insert your name Location

Annexures: Compensation Details (Annexure I)
Customer Connection Agreement (Annexure II)
Confidentiality and Intellectual Property Rights Agreement (Annexure III)
List of Documents (Annexure IV)

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

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ANNEXURE - I

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Dr. Meenal Mahajan**
ROLE	**Associate Consultant**
ROLE DESIGNATION	**Associate Consultant**

1. MONTHLY COMPONENTS	
BASIC SALARY	31,880
BASKET OF ALLOWANCES	20,136
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	6,057
MONTHLY SALARY	**58,073**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	319
FIXED SALARY (1+2)	**58,392**

3. PERFORMANCE BONUS	Performance Bonus Amount as mentioned in Clause
PERFORMANCE BONUS	**7,083**

TOTAL GROSS SALARY (INCLUSIVE OF PERFORMANCE BONUS) (1+2+3)	**65,475**

4. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	3,826
GRATUITY - 4.81% of Basic Salary*	1,533
COST TO COMPANY (1+2+3+4)	**70,834**

OTHER BENEFITS

Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SOFT LOAN	Fifty Thousand (without security)	@7%	12	Nil

All the above benefits are as per Company's policies,which are subject to change from time to time.The Company in its sole and absolute discretion can restructure the components of the Fixed Salary, without changing the Total Fixed Salary. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.

* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act or the Code on Social Security, 2020, as may be applicable.

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ANNEXURE - II

CUSTOMER CONNECTION AGREEMENT

I _____accept employment with Infosys Limited (**"Infosys"**).

I hereby acknowledge and agree that, for a period of six (6) months following the termination (whether voluntary or involuntary) of my employment with Infosys for any reason, I will not work for or provide any services to a Customer, either directly or indirectly in any Capacity.

For the purposes of this Customer Connection Agreement (**"Agreement"**):

"Capacity" shall include working for or providing any services as an agent, consultant, director or employee to the Customer and/or to any contractor or any supplier of the Customer.

"Customer" means any person, firm or entity or its affiliates or its successors-in-interest, who is a client of Infosys and/or its affiliates and with whom I had worked or dealt in a professional capacity at any time during the twelve (12) months immediately preceding the termination of my employment with Infosys.

Employee Signature:

Employee Name: Meenal Mahajan

Acknowledged by Infosys Limited:

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

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ANNEXURE - III

CONFIDENTIALITY AND INTELLECTUAL PROPERTY RIGHTS AGREEMENT

This Confidentiality and Intellectual Property Rights Agreement (hereinafter referred to as **"Agreement"**) is entered into on October 14, 2024 (hereinafter referred to as **"Effective Date"**), at 115, Telephone Nagar, Indore, Madhya Pradesh, 452018 by and between:

Infosys Limited, having its registered office at No. 44, Hosur Road, Electronics City, Bengaluru, Karnataka (hereinafter referred to as the **"Company"**)

AND

Meenal Mahajan, residing at 115, Telephone Nagar, Indore, Madhya Pradesh, 452018 (hereinafter referred to as **"Employee"**)

RECITALS

1. The Company and the Employee are entering into, an employment relationship.

2. In the course of that relationship, the Employee may gain access to or use confidential information and other valuable and protectable information of the Company and its customers, suppliers or vendors.

3. The Employee agrees to deal with confidential information in accordance with the terms of this Agreement.

In consideration of the employment provided by the Company and other mutual promises and agreements contained herein below, the receipt and sufficiency of which are hereby acknowledged, the Company and the Employee agrees as follows:

1. CONFIDENTIAL INFORMATION

1.1 Confidential Information means and includes non-public information and information which is confidential including proprietary information and other information related to the business of the Company, its affiliates or any third parties with which the Company associates such as customers, suppliers, whether or not such information is expressly marked or designated as confidential information and includes but is not limited to:

(a) trade secrets; financial information; contracts; technical data; business data; customer lists, supplier lists; information relating to the management, personnel, strategies or policies of the Company and systems processes, methods, pricing and products of the Company.

(b) Information created or developed by the Employee in the course of employment with the Company, including the strategies, correspondence, reports, articles and other documents, artwork plans, designs, software and discoveries.

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(c) information supplied by, relating to or confidential to any other persons.

(d) information that has an actual or potential value to the Company, where the Employee has received, created or developed that information: (i) in the course of employment with the Company (whether or not prior to the date of this Agreement); or (ii) as a result of, or aided by, the existence of an employment relationship with the Company or any of its related body corporates, whether existing or having ceased to exist.

(e) any information which could be reasonably expected to be considered as confidential.

(f) any copies, summaries or notes of confidential information and any other materials incorporating, or derived from, confidential information.

1.2 Confidential information does not include any information that is, or becomes, public knowledge without any fault of the Employee.

1.3 The Employee`s obligations under this Agreement shall cease to apply in respect of any confidential information the disclosure of which is required under the applicable law in force or pursuant to a valid order of a court of competent jurisdiction or an authorized government agency, provided that the disclosure does not exceed the extent of disclosure required by such law, regulation, or order.

2. CONFIDENTIALITY OBLIGATIONS

2.1 The Employee agrees and acknowledges that during the course of h e r employment with the Company, the Employee shall use and have access to confidential information that are not a matter of public record, solely by virtue of her employment and for the purpose of enabling the Employee to discharge her obligations towards the Company as an employee.

2.2 The Employee agrees and acknowledges that the confidential information will not be disclosed by him to any person without the prior written approval of the Company. The Employee must not disclose confidential information to another employee of the Company except on a need-to-know basis and only with the prior approval of the reporting manager of the Employee.

2.3 The Employee agrees to maintain strict confidentiality in respect of all the confidential information both during his/her employment and subsequent to his/her employment with the Company.

2.4 The Employee must take all reasonable precautions to prevent an unauthorised disclosure of confidential information, including the following:

(a) the Employee must at all times store confidential information safely and securely; and

(b) the Employee must not remove confidential information from the premises at which it is stored except where it is necessary to do so.

2.5 The Employee agrees to assist in any legal proceedings initiated to protect confidential information.

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2.6 The Employee shall, upon termination of her employment or at the request of the Company, immediately deliver all media embodying confidential information that is in the Employee`s possession, custody or control, without retaining a copy of the same.

2.7 The Employee agrees to comply with any other reasonable obligations relating to confidential information, as required from time to time by a customer or supplier or vendor of the Company.

3. INTELLECTUAL PROPERTY RIGHTS

3.1 The Employee further agrees that all copyright, ownership and intellectual property rights in any work of any nature carried out by him during the course of her employment with the Company shall vest with and remain with the Company, customer, or supplier as the case may be. The Employee agrees that she will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a `Work Made for Hire`, the Employee agrees to and does hereby assign to Company all of her right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights which relate in any way to the business or contemplated business, research, or development of the Company. The Employee further acknowledges and agrees that the Company may, in its sole discretion, assign to third parties all such intellectual property rights.

3.2 The Employee agrees that she shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by him during the course of her employment, belonging to the Company, customers, or suppliers as may be the case. The Employee agrees to maintain strict confidentiality in respect of all such intellectual property rights both during her employment and subsequent to her employment with the Company.

3.3 Both during the term of this Agreement and thereafter, the Employee agrees to fully cooperate with the Company in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by him under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Company all documents or papers that may be requested by the Company to enable the Company or customers, or suppliers of the Company to create, establish, publish or protect said intellectual property rights.

3.4 If requested by the Company, the Employee agrees to promptly return to the Company all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Company, including, but not limited to, all confidential information, all of which the Employee recognizes is the sole and exclusive property of the Company.

4. GENERAL

4.1 Survival: The Employee`s obligations under this Agreement shall survive indefinitely, notwithstanding any termination of the Employee`s relationship of employment with the Company.

4.2 Notification to new employer: In case the Employee leaves the employment of the Company, she hereby acknowledges and grants consent to the Company to notify to her new employer about her rights and obligations under this Agreement.

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4.3 Non Solicitation of other employees: The Employee hereby acknowledges and agrees that for a period of 12 (twelve) months immediately following the termination of her relationship with the Company for any reason, whether with or without cause, she shall not either directly or indirectly solicit, induce, recruit or encourage any of the Company`s employees to leave their employment, or take away such employees, or attempt to solicit, induce, recruit, encourage or take away employees of the Company, either for himself or for any other person or entity.

4.4 Notification to the customer: In case the Employee`s employment with the Company is terminated (whether by the Company or by him), or her engagement with a particular customer is terminated or changed by the Company, the Employee hereby acknowledges and agrees that the Company shall be solely responsible for notifying the concerned customer of the Company of the fact, timing, and details of such termination or change.

In addition, in the event that the Employee decides to terminate her employment with the Company, the Employee acknowledges and agrees that she will first notify the Company of her resignation before discussing it with any customer of the Company, and will desist from any such discussions until the Company has had a reasonable period of time to notify its customers of the same.

4.5 Ability to enter into Agreement: The Employee hereby represents and warrants to the Company that she is not a party to or otherwise bound by any agreement that may, in any way, restrict her right or ability to enter into this Agreement or otherwise be employed by the Company. Additionally, the Employee hereby acknowledges and agrees that she will not reveal to the Company, or otherwise utilize in her employment with the Company, any proprietary trade secrets or confidential information of any previous employer.

4.6 Rules and Regulations of the customer and the Company: The Employee acknowledges that during the course of her employment with the Company, she may be deputed on specific project/projects of customers. The Employee hereby agrees that during such deputation she will fully, punctually and to the satisfaction of the Company and such customers comply with all the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters, as may be prescribed by such customers.

The Employee further agrees to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Company and at customer sites. The Employee agrees to adhere to the specific security measures at the customer sites unequivocally and to the satisfaction of the Company and the customers.

4.7 Governing Law: This Agreement shall be governed by the laws of India. The Company and the Employee hereby agrees to the exclusive jurisdiction of the courts in Bangalore, India.

4.8 Waiver: The waiver by the Company of any breach of any term of this Agreement will not prevent the Company from subsequently enforcing that term and it will not be deemed a waiver of any subsequent breach.

4.9 Severability: If any word, phrase or clause of this Agreement is held to be void, illegal or unenforceable, that word, phrase or clause shall be deemed to be severed without affecting the operation of the remainder of this Agreement. All overlapping obligations in this Agreement are intended to operate cumulatively and to bind the parties, subject to the severance of any obligations held to be void, illegal or unenforceable.

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4.10 Interpretation: In this Agreement:
(a) words in the singular include the plural and vice versa; and
(b) a reference to a person includes a reference to a body corporate, unincorporated association, statutory or other authority, partnership or any other entity.

4.11 Cumulative obligations: The Employee`s obligations under this Agreement are in addition to, and do not limit or detract from, any duties or obligations owed by the Employee to the Company under any applicable law, in equity or otherwise.

4.12 Remedies: The Employee hereby agrees that the Company may initiate appropriate legal action against him for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and legal fees.

Employee Signature: Employee

Name: Meenal Mahajan

Acknowledged by Infosys Limited:

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

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ANNEXURE - IV

LIST OF DOCUMENTS TO BE SUBMITTED AT THE TIME OF JOINING

(a) Class 10 (or equivalent) marks sheet(s);
(b) Class 12 (or equivalent) marks sheet(s);
(c) Graduation marks sheet(s);
(d) Graduation degree certificate/provisional degree certificate;
(e) Post Graduation marks sheet (if applicable);
(f) Relieving letter and experience certificate from all your previous employer (applicable only in case you have been previously employed);

(g) First and last page of the passport (if you don`t have a passport, kindly apply immediately);

(h) Registration Number with the National Skills Registry (also known as ITPIN)/National Skills Registry Card;

(i) Permanent Account Number (`PAN`) Card* (Please note that under the Income Tax Act, 1961, furnishing of PAN to the employer is mandatory).

(j) Passport size photographs

*Your PAN is required for calculating the income tax on your salary. If you fail to provide your PAN, the Company will deduct TDS (tax deducted at source) at higher rates, as per applicable law.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Placements

From: *Meghna Singh*
Sent: *11 March 2024 22:50*
To: *Anil Nicholas*
Cc: *Nitin Kumar; Jitin Joy; Vasudha Sharma; Placements; Vinod Tejwani; N Satheeshkanna*
Subject: *Re: RRT Offer Letter - Dr. Meghna Singh - Joining Docs*
Attachments: *1. Dr. Meghna Singh CV.pdf; 6. Dr. Meghna Singh Passbook.pdf; 2. Dr Meghna Singh Latest Marksheet.pdf; 3. Dr.Meghna Singh Aadhar card.pdf; 4. Dr. Meghna singh Photograph .pdf; 5. Dr. Meghna singh PAN Card.pdf; Dr. Meghna singh Declaration form.pdf; Dr.Meghna singh Self-Declaration.pdf; Dr. Meghna singh Joining Report.pdf; Dr.Meghna singh ACKNOWLEDGEMENTDECLARATION OF KEY CORPORATE POLICIES AND PROCEDURES.pdf; Dr. Meghna singh Joining Report (SMO:SRTL).pdf*

Please check the attached files

Regards
Meghna singh

Get Outlook for iOS

From: Anil Nicholas <anicholas@ipeglobal.com>
Sent: Saturday, March 9, 2024 9:00:37 AM
To: Meghna Singh <meghna.hm27@iihmr.in>
Cc: Nitin Kumar <nitinkumar@ipeglobal.com>; Jitin Joy <jjoy@ipeglobal.com>; Vasudha Sharma <vsharma@ipeglobal.com>
Subject: FW: RRT Offer Letter - Dr. Meghna Singh - Joining Docs

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Consultant,

Greetings !!

This refers to your acceptance of our offer to join in RRT program, please find the attached Joining related Forms and Corporate Policies. Request to fill the same and send to us duly signed. (Please send the soft files to all marked copy in this mail and carefully attend all the points mentioned in the mail)

You are requested to report to concerned SMO/SRTL as per the proposed joining date and provide us the confirmation of joining report (Format already shared and same should be signed and sealed by SMO/SRTL)

- Candidate declaration form – to be filled and signed by individual
- IPE Joining Form – to be filled and signed by individual (Joining date will be the reporting date)
- Key Corporate policies
- RRT Declaration Letter – to be filled and signed by individual (In case you were working earlier please delete point No. 4 and provide relieving/experience letters)
- Joining Report (SMO/SRTL)

Submit all the below mentioned self-attested photo copies

1. Updated CV
2. Copy of Highest Qualification Certificate
3. Aadhar Card Copy (Both sides)
4. Scanned Photograph
5. PAN Card copy
6. Cancelled Cheque
7. Last organization reliving /experience letter

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(Note : Please name the documents with the above serial numbers with your name – eg/- 1 CV Dr Ashok, 2 Dr Ashok MBBS Degree, 5 Dr Ashok PAN Card - likewise. Do not club multiple documents in one pdf file, all documents should be separate)

Notes:

- Please make sure that your Aadhar Card is linked with your PAN card (if not please initiate the process)
- The name on the PAN, and cancelled cheque/passbook should be same.

Please arrange to fill out the attached google sheet ASAP.



I've invited you to fill out a form:

RRT Consultant Data Form

FILL OUT FORM

Create your own Google Form

Regards

Anil Nicholas
Cell: +91 9315598311

From: Anil Nicholas
Sent: Thursday, March 7, 2024 2:40 PM
To: Meghna Singh <meghna.hm27@iihmr.in>
Cc: Manish Pandey <manishpandey@ipeglobal.com>; Nitin Kumar <nitinkumar@ipeglobal.com>; Jitin Joy <jjoy@ipeglobal.com>; Vasudha Sharma <vsharma@ipeglobal.com>; VISHWAKARMA, Rakesh <vishwakarmar@who.int>; DASARI, Nibedita Mishra <mishran@who.int>
Subject: RE: RRT Offer Letter - Dr. Meghna Singh

Dear Dr. Meghna,

Thank you for accepting the offer and confirming the date of joining on **15-Mar-24** at Kasganj District of Uttar Pradesh. You are requested to contact **RAFO** Ms Nibedita +91 8861234126
e-mail mishran@who.int for further guidance on reporting to the concerned SMO/SRTL.

Please find the joining report format to be obtained from the SMO/SRTL upon reporting duty. We'll be sharing the detailed A&F Guidelines and Formats shortly for the assignment.

If you have any immediate queries or concerns, feel free to contact us.

Regards

Anil Nicholas
Cell: +91 9315598311

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

From: Meghna Singh <meghna.hm27@iihmr.in>
Sent: Wednesday, March 6, 2024 8:23 PM
To: Anil Nicholas <anicholas@ipeglobal.com>
Cc: Manish Pandey <manishpandey@ipeglobal.com>; Nitin Kumar <nitinkumar@ipeglobal.com>; Jitin Joy <jjoy@ipeglobal.com>; Vasudha Sharma <vsharma@ipeglobal.com>; VISHWAKARMA, Rakesh

<vishwakarmar@who.int>
Subject: Re: RRT Offer Letter - Dr. Meghna Singh

Good evening sir ,
Hope this mail finds you well
I am delighted to accept this opportunity and excited to join the team from march 15 , 2024
Regards
Meghna singh

From: Anil Nicholas <anicholas@ipeglobal.com>
Date: Wednesday, 6 March 2024 at 6:17 AM
To: Meghna Singh <meghna.hm27@iihmr.in>
Cc: Manish Pandey <manishpandey@ipeglobal.com>, Nitin Kumar <nitinkumar@ipeglobal.com>, Jitin Joy <jjoy@ipeglobal.com>, Vasudha Sharma <vsharma@ipeglobal.com>, VISHWAKARMA, Rakesh <vishwakarmar@who.int>
Subject: RRT Offer Letter - Dr. Meghna Singh

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Dr. Meghna,

We are pleased to offer you the position of "**Consultant - RRT**" for the project titled "**Rapid Response Team (RRT) Members to support MR Elimination, RI Strengthening and Public Health Emergencies**" in the Health Nutrition and WASH department of IPE Global. You are assigned to support the project in **Kasganj District of Uttar Pradesh**
The all-inclusive monthly professional fee will be **Rs. 1,57,449/-** (Rupees One Lakh Fifty Seven Thousand Four Hundred and Forty Nine only)

You are requested to revert with your acceptance and confirm your date of joining on or before **March 8, 2024**. You may please note that this is a fixed term contract and it shall be valid only up to **March 31, 2024**. Kindly note that this offer is valid for a period of 3 days from the date of issuance.

We wish you a successful tenure with the company !

Regards

Anil Nicholas | **Asst. Manager HR - Health, Nutrition and WASH**
Main: +91 11 40755900 | Fax: +91 11 24339534 | Cell: +91 9315598311

IPE GLOBAL
Expanding Horizons. Enriching Lives.

Great Place To Work. Certified

IPE Global Limited
IPE Global House, B – 84, Defence Colony, New Delhi – 110 024, India | www.ipeglobal.com ! Locations: http://ipeglobal.com/contactus.php

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15 44

Orbees Business Solutions Pvt. Ltd.
Q1, B1, B2, B3, 6th Floor, Cyber Towers, Hitec City, Madhapur, Hyderabad – 500 081. CIN: U72200TG2006PTC049670
Tel: +91 - 040 - 2311 4722, Fax: +91 - 040 - 2311 4723. info@orbees.com | www.orbees.com | www.orbeesmedical.com

13th March 2024
Hyderabad

To

Mr. Midhun Mathew Tom
Kalaparambath house, Alangad p.o,
Aluva, Ernakulam, Kerala - 683 511.

Dear **Mr. Tom**

This has reference to our offer letter dated 30th October 2023. We are pleased to offer you six months paid internship with the full-time employment in our Organization with the following terms and conditions:

1. **Designation:** You will be designated as **Senior Analyst** from the day of full-time employment.

2. **Compensation:** Your gross annual compensation will be Rs. 8,00,000/- per annum (rupees eight lakh only).

3. **Group Mediclaim Insurance:** In addition to the annual compensation, you and your family (spouse and 2 children below the age of 21 years) will be covered under a Group Mediclaim Insurance policy for an amount of two lacs during your service with the Company. The policy will come into force within three business days from your date of joining.

4. **Place of Posting & Reporting:** Your initial posting will be at our Head office in Hyderabad. You will be reporting to the concerned project manager depending on the project you are part of.

   You are required to work on Orbees' projects at its facilities or at its clients' sites depending on the project requirements and the exigencies of project.

5. **Duties and Responsibilities:** You are expected to work with a high standard of ethics, professional integrity, initiative, efficiency and economy. You will need to enhance your skills, knowledge during the course of your employment depending on the project needs.

6. **Conflict of Interest:** During your service with the Company, you shall not hold any office of profit or shall not undertake any employment, consulting or business for profit or with any "for profit" organization directly or indirectly without the express written permission of Orbees' management.

7. **Confidentiality and service agreement:** You are required to sign a separate confidentiality and service agreement along with this Appointment Letter.

8. **Leaves and Holiday:**
   - **a)** You will be entitled to 16 leaves per calendar year and only 8 leaves will be carry forward to the next financial year.
   - **b)** 10 Holidays will be given as decided by the management.
   - **c)** You are required to take prior permission from your immediate supervisor for leave.
   - **d)** You are required to provide medical certificate for 3 or more days of continuous leave without prior permission.

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Employer

Employee

Orbees

9. **Working Hours:** The office timings starts typically from 9:00 AM during normal working days with 9 hour working period excluding lunch and break time which may change depending on the demand/requirement/circumstances/ exigencies of the projects. Orbees encourages flexible working hours so that the employees can be more productive. However, the working hours can be adjusted depending on the project needs at the discretion of the project manager and the employee is expected to adhere to it.

10. **Retirement:** You will retire in the normal course from the services of the Company on attaining the age of superannuation, that is on the day following your 60th birthday.

11. **Background Checks:** Your appointment is subject to necessary reference checks of your experience and education as mentioned by you in your resume or Job Application.

    You will be terminated from the services of the organization if any particulars furnished by you are found to be false or unsatisfactory during the background check which can be done anytime during your employment period.

12. **Taxes:** Orbees will withhold income tax and other statutory deductions as per the rules and regulations of the Income Tax Act and other Acts.

13. **Probation / Confirmation:** You will be on probation for a period of six (6) months from the date of joining, which may be extended based on your performance and organizational needs. During probation period, your services may be terminated by the company without any notice and without assigning any reason whatsoever. You will be deemed confirmed only if you have been intimated in writing.

14. **Employment tenure:** Orbees highly prefers to have long-term relationship with all its employees and strives to establish it.

    Due to the work nature at Orbees, and for employees to be successful in contributing well to the projects, there will be an initial ramp-up time. It takes a certain amount of time for you to develop into a well-rounded employee. Orbees will invest into your growth and improvement by providing training initially and/or during the employment, including on-the-job training. Moreover, due to the nature of relationships we build with our customers and the types of our engagements, our customers prefer to deal with Orbees' project personnel that are seasoned and can deliver with highest quality and professional standards, which comes with a longer employment relationship.

    The training that will be provided by Orbees which could be on-duty /off-duty/on-site/off-site, as may be required from time to time or continuous, will improve the professional standing of the employee and it will be imparted by Orbees at considerable expenditure/investment. Hence all employees are required to work for a minimum period of two years from the date of full-time employment which will be after the completion of six month internship period to recover the expenditure.

    The two-year minimum commitment has been also discussed with you during the interview process. By signing this letter, Confidentiality and Service Agreement, you are acknowledging that you are clear on the two-year unwavering commitment to Orbees and you are committing to serve Orbees for a minimum mandatory period of two years after the completion of internship period.

15. **Separation:** You are required to give three-month notice period. Notice can be given only after completion of the mandatory minimum 2 year tenure. The Company may at its discretion relieve you from such date as it may deem fit even before the expiry of the notice period without any compensation for the unexpired period. However, your relieving will be subject to completion of your work at hand and transferred to the concerned person(s) to the satisfaction of the management.

Employer

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Employee

Orbees

You are required to continue working with full commitment during your notice period. You are obligated to return all Orbees or client property either in physical or electronic form, on the last day of your association with Orbees.

If your performance is not to the satisfaction of the Company or for any unethical behavior at any point during your association with Orbees, then the Company reserves its right to terminate your services as per the Company policy.

That in the event of you committing breach of any of the terms of this agreement, Orbees shall seek legal ramifications for the damages it believes it incurred.

16. **Severability:** Each paragraph and provision of this Agreement is severable from the agreement/contract and if one provision or part thereof is declared invalid, the remaining provisions shall nevertheless remain in full force and effect.

17. **Joining Date:** You are required to join as an intern on **18th March 2024** and are requested to intimate 2 days in advance to the HR Department. Your date of full-time employment will be after the completion of six months internship period.

18. **Documents to be submitted:** You are required to submit the following documents. Please initialize all the photocopies.
    a) **Education:** Original and photo copy of all your educational certificates & mark sheets from your 10th standard to highest educational qualification. *(originals will be returned after verification)*
    b) **Resume:** Signed hard copy of your resume.
    c) **Salary Proof:** Salary certificate / latest 2 months pay slip with bank Statement, if you are experienced
    d) **Experience and Relieving Letter:** If you are a experienced professional, please submit your Appointment Letter, Experience Letter and Relieving Letter from your former employer.
    e) **Photograph:** Three latest passport size colour photographs.
    f) **Passport:** Photo copy of your passport with visas and rejections if any.
    g) **PAN Card:** Self-attested photo copy of your PAN card.
    h) **Form 16/16A:** Form 16/16A issued by your recent employer, if any income tax has been deducted from your salary.

We take great pleasure in welcoming you to Orbees and sincerely hope that your employment with us will be long, pleasant and rewarding. Kindly submit the signed copy of this letter.

For **Orbees Business Solutions Pvt. Ltd**

Rakesh Valluru
Senior Manager - Operations

I hereby declare that the information provided by me is correct to the best of my knowledge. I understand that I am liable for action as deemed fit by the Company during my employment with the Company for any misrepresentation of facts. I have read the above terms and conditions of employment and would hereby confirm strict adherence to the same.

Registrar
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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Signature:

Midhun Mathew Tom
Date:
Place:

Employer

Employee

Orbees

Salary Break-Up

	Per Annum	Per Month
Gross Annual Compensation	**8,00,000**	**66,667**
Basic	3,20,000	26,667
House Rent Allowance	1,28,000	10,667
Employer Provident Fund	38,400	1,800
Travel & Special Allowance	3,13,600	27,533
Gross Total	**8,00,000**	**66,667**

Take home without income tax	**62,867**

Deductions (p.m.)	
Employee Provident Fund	1,800
Employer Provident Fund	1,800
Professional Tax	200

Total deductions p.m. (excluding Income Tax)	**3,800**

Take Home p.m. (excluding Income Tax)	62,867

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Employer

Employee

1545

Rhea
Healthcare Private Limited

motherhood
women & children's hospital

23rd January 2024

Ms. Monika Sharma
IIHMR, Jaipur

LETTER OF INTENT FOR THE TRAINEE - MEDICAL OPERATIONS PROGRAM

Dear Ms. Monika Sharma,

Congratulations!

With reference to your application and the subsequent selection process, we are pleased to include you as part of our "**Trainee - Medical Operations**" program. The Medical Operations Trainee program is specially designed for young talent. You will experience challenging functional stints that will enhance your learning.

On joining, you shall be designated as **'Trainee - Medical Operations'** in **'Rhea Healthcare Pvt Ltd'**. The terms and conditions of the offer are given below.

1. You will initially report for an Orientation & Induction in Bangalore.

2. You are expected to join the Trainee - Medical Operations Program on **15-July-2024**, failing which we will presume that you have no interest in working with us. Accordingly, this offer will be treated as cancelled and withdrawn. The Business hours begin from **09:30 am** on the date of joining.

3. You will be in training for an initial period of **Twelve months.** Based on assessment of your performance during the training period, you may be considered for absorption into the regular cadre of the Company at the sole discretion of the management. Your absorption shall be only by way of written communication issued by appropriate officials in this regard.

4. This letter of intent is conditional and subject to your clearance of the **Pre-employment Medical Examination** by a Medical Officer designated by the company and submission of background verification related documents.

5. Please return the duplicate copy of this letter duly signed indicating your acceptance.

6. Please submit the following at the time of your joining:
   - Documentary evidence of date of birth
   - Attested copies of all educational qualifications (**SSC, HSC, Degree/Diploma**)
   - Four passport size photographs
   - Blood group proof

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- PAN Card copy
- Aadhar Card Copy
- Pre-employment Application Form (if not submitted already)

Please note that all the above documents and information provided by you form the basis of your representation and our offer and the same shall be subject to verification as may be required by the Company from time to time.

You will be required to produce your latest qualification certificate within 90 days from the date of joining.

7. You will be on training for a period of 12 months in the first instance, subject to extension(s), if deemed necessary, at the sole discretion of the Management.

8. This is not a regular letter of appointment but a letter of intent inviting you to be a part of the organization. The formal letter of appointment will be issued at the time of your joining.

9. On completion of your training and based on your performance, you will be deployed in any unit of the Motherhood Hospitals, Pan India, subject to the positions available at that point of time.

10. The Compensation and Benefits Program applicable to your Band is a Cost to Company of Rs.5,00,000/-(Five Lakhs Only). We reiterate that your compensation is a confidential matter between you and the Company, and we reaffirm that the Company shall view any breach of confidentiality with the utmost seriousness.

Please return the duplicate copy of this letter duly signed indicating your acceptance of our terms and conditions, as stated above, within seven days of receipt of this letter of intent.

We once again would like to thank you for your interest in seeking a career with us and hope you will have a fruitful and successful career with us.

Yours sincerely,

For Rhea Healthcare Pvt Ltd

Kod Helen Vardan

Authorized Signatory

I accept the offer as outlined above,

Signature: _____Date: _____

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

1546

enabling quality healthcare for all

22-Dec-2023

Dr.Musaddique Zaman
Ward No 2, Mangaldai
Assam- 784125

OFFER LETTER

Dear Musaddique,

On behalf of OHUM Healthcare Solutions Private Limited, we are pleased to offer you a position of **Business Development Executive (L1)** with OHUM. We expect you to join us on or before **08-Jan-2024.** Our offer reflects our belief that you have the ability, commitment & desire to grow with us. We hope you will enjoy making your very own special contribution to the continued success of the company. The terms of your employment are as follows:

1. **Duties:** You will be assigned your duties by your reporting manager. You will be required to work at least 40 hours per week unless otherwise advised by the Company.

2. **Salary & Benefits:** You will be entitled to a Gross remuneration package which will be up to **Rs. 9,00,000 (Rupees Nine Lakh only)** inclusive of Rs. 3,00,000 (Rupees Three Lakh only) as Performance Linked Variable Incentive which will be paid to you during your Annual Appraisal as per the Annexure A. Your salary may be adjusted from time to time but the timing and amount of any adjustment will be at the sole discretion of the Company. The details pertaining to your remuneration are confidential and must strictly be treated as such.

3. **Work Place:** You are appointed to work with OHUM Healthcare Solutions Private Limited at their Pune location. You will however work from where the company chooses to relocate you for business reasons. Your services can be transferred / deputed to any other department of the company and / or clients' offices, anywhere in India or abroad, temporarily or permanently.

4. **Probation Period:** You will be on probation for a period of 3 months, which may be extended at the discretion of the company. During the probationary period, your employment can be terminated by a 30 (Thirty) days written notice on either side. The Company reserves the right to pay or recover salary in lieu of notice period.

   Upon confirmation, the Company or you may terminate employment with a 90 days notice as per the Employment Agreement to be executed with the Company.

Please note this offer is subject to verification of your references and credentials such as educational certificates, experience letters and past compensation.

Please sign on all pages of this letter. We will provide you a copy of the letter after we complete all necessary formalities. Please note that you may not alter this letter and the attached documents in any way. Any alteration renders the offer of employment and its attached documents null and void.

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Ohum Healthcare Solutions Pvt. Ltd.
Pune

You are requested to complete all joining formalities on the 1st day of your joining itself. You may contact HR person from our team for further assistance.

We are excited about the joint opportunities ahead of us and look forward to your valuable contributions. We welcome you to OHUM and look forward to your long and fruitful association with us.

With Warm Regards,

For **OHUM Healthcare Solutions Private Limited,**

Rajani Bala Sharma.

Rajani Bala Sharma

Ohum Healthcare Solutions Pvt. Ltd. Pune

I hereby confirm that I accept your offer & shall report for duty on: _____

Signature: _____

Date : _____

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Annexure A

CONSOLIDATED SALARY, ALLOWANCES, REIMBURSEMENTS AND BENEFITS

Name : **Dr.Musaddique Zaman**
Designation : **Business Development Executive (L1)**

---

1. *SALARY*

You are entitled to allowances, reimbursement and benefits subject to overall limit as detailed below for your services:-

SALARY COMPONENTS	
***Monthly Components:* A**	
Basic	19800
House Rent Allowance	7920
Special Allowance	12527
Conveyance Allowance	1600
Reimbursement of Medical Expenses	1250
Monthly Gross : A	**43097**
Monthly Components (Reimbursements):* B	
Vehicle Reimbursement	900
Telephone Allowance	800
LTA	2,970
Monthly Total Reimbursements : B	**4,670**
Monthly Gross : (A+B)	**47767**
Annual Gross : C	**573,204**
Annual Components : D	
*Performance linked variable incentive paid yearly C	300,000
Medical Insurance	5,200
Statutory Contribution to PF: E	21,600
COST TO COMPANY: (C+D+E)	**900000**

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Ohum Healthcare Solutions Pvt. Ltd. Pune

*Notes:

Reimbursement of Medical Expenses:

- Payable every month
- Tax exemption is applicable only on submission of receipts

Reimbursement of Telephone expenses:

- Amounts reflected under these heads are payable on the basis of actual expenses being incurred and supported by receipts and subject to the maximum limit as mentioned above.
- Please Note - In case an employee does not intend to claim this amount as reimbursement, he/she may submit a declaration to this effect to Payroll and claim the amount as a taxable allowance. Please refer

company policy for further details.

Medical Insurance:
The cost of Medical Insurance indicated above is for Rs. 1 Lakh coverage for employee alone. Additional coverage and/ or coverage for dependents will increase the cost of Medical Insurance. Cost may change from time to time.

Annexure B:

Performance Linked Variable Incentive (PLVI) : In addition to your base salary, you will be eligible for participating in the Performance linked variable incentive. PLVI shall depend on the individual performance for the period under evaluation.

The PLVI component would be prorated based on the period for which the employee has worked in 2022-23 and shall be paid to employees who have not resigned or not serving their notice period as on the date of disbursement of the PLVI.

Gratuity:

You shall be eligible for Gratuity, @ 15 days of basic pay for every year of service completed with the company at the time of retirement or resignation, whichever happens earlier, provided that you have been in continuous service with the company for 5 years.

Please sign to confirm your acceptance of above terms & conditions. You are further requested to execute an Employment Agreement with the Company on your first day of joining.

I confirm and accept the above.

_____

(Signature)

Name:

Place:

Date:

Omnium Healthcare Solutions Pvt. Ltd. Pune

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

1547

Orbees Business Solutions Pvt. Ltd.
Q1, B1, B2, B3, 6th Floor, Cyber Towers, Hitec City, Madhapur, Hyderabad – 500 081. CIN: U72200TG2006PTC049670
Tel: +91 - 040 - 2311 4722, Fax: +91 - 040 - 2311 4723. info@orbees.com | www.orbees.com | www.orbeesmedical.com

13th March 2024
Hyderabad

To

Ms. Muskan Jaswal
A-18 New Police Lines,
GTB Nagar, New Delhi - 110 009.

Dear **Ms. Jaswal**

This has reference to our offer letter dated 30th October 2023. We are pleased to offer you six months paid internship with the full-time employment in our Organization with the following terms and conditions:

1. **Designation:** You will be designated as **Senior Analyst** from the day of full-time employment.

2. **Compensation:** Your gross annual compensation will be Rs. 8,00,000/- per annum (rupees eight lakh only).

3. **Group Mediclaim Insurance:** In addition to the annual compensation, you and your family (spouse and 2 children below the age of 21 years) will be covered under a Group Mediclaim Insurance policy for an amount of two lacs during your service with the Company. The policy will come into force within three business days from your date of joining.

4. **Place of Posting & Reporting:** Your initial posting will be at our Head office in Hyderabad. You will be reporting to the concerned project manager depending on the project you are part of.

   You are required to work on Orbees' projects at its facilities or at its clients' sites depending on the project requirements and the exigencies of project.

5. **Duties and Responsibilities:** You are expected to work with a high standard of ethics, professional integrity, initiative, efficiency and economy. You will need to enhance your skills, knowledge during the course of your employment depending on the project needs.

6. **Conflict of Interest:** During your service with the Company, you shall not hold any office of profit or shall not undertake any employment, consulting or business for profit or with any "for profit" organization directly or indirectly without the express written permission of Orbees' management.

7. **Confidentiality and service agreement:** You are required to sign a separate confidentiality and service agreement along with this Appointment Letter.

8. **Leaves and Holiday:**
   - **a)** You will be entitled to 16 leaves per calendar year and only 8 leaves will be carry forward to the next financial year.
   - **b)** 10 Holidays will be given as decided by the management.
   - **c)** You are required to take prior permission from your immediate supervisor for leave.
   - **d)** You are required to provide medical certificate for 3 or more days of continuous leave without prior permission.

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Employer

Employee

Orbees

9. **Working Hours:** The office timings starts typically from 9:00 AM during normal working days with 9 hour working period excluding lunch and break time which may change depending on the demand/requirement/circumstances/ exigencies of the projects. Orbees encourages flexible working hours so that the employees can be more productive. However, the working hours can be adjusted depending on the project needs at the discretion of the project manager and the employee is expected to adhere to it.

10. **Retirement:** You will retire in the normal course from the services of the Company on attaining the age of superannuation, that is on the day following your 60th birthday.

11. **Background Checks:** Your appointment is subject to necessary reference checks of your experience and education as mentioned by you in your resume or Job Application.

    You will be terminated from the services of the organization if any particulars furnished by you are found to be false or unsatisfactory during the background check which can be done anytime during your employment period.

12. **Taxes:** Orbees will withhold income tax and other statutory deductions as per the rules and regulations of the Income Tax Act and other Acts.

13. **Probation / Confirmation:** You will be on probation for a period of six (6) months from the date of joining, which may be extended based on your performance and organizational needs. During probation period, your services may be terminated by the company without any notice and without assigning any reason whatsoever. You will be deemed confirmed only if you have been intimated in writing.

14. **Employment tenure:** Orbees highly prefers to have long-term relationship with all its employees and strives to establish it.

    Due to the work nature at Orbees, and for employees to be successful in contributing well to the projects, there will be an initial ramp-up time. It takes a certain amount of time for you to develop into a well-rounded employee. Orbees will invest into your growth and improvement by providing training initially and/or during the employment, including on-the-job training. Moreover, due to the nature of relationships we build with our customers and the types of our engagements, our customers prefer to deal with Orbees' project personnel that are seasoned and can deliver with highest quality and professional standards, which comes with a longer employment relationship.

    The training that will be provided by Orbees which could be on-duty /off-duty/on-site/off-site, as may be required from time to time or continuous, will improve the professional standing of the employee and it will be imparted by Orbees at considerable expenditure/investment. Hence all employees are required to work for a minimum period of two years from the date of full-time employment which will be after the completion of six month internship period to recover the expenditure.

    The two-year minimum commitment has been also discussed with you during the interview process. By signing this letter, Confidentiality and Service Agreement, you are acknowledging that you are clear on the two-year unwavering commitment to Orbees and you are committing to serve Orbees for a minimum mandatory period of two years after the completion of internship period.

15. **Separation:** You are required to give three-month notice period. Notice can be given only after completion of the mandatory minimum 2 year tenure. The Company may at its discretion relieve you from such date as it may deem fit even before the expiry of the notice period without any compensation for the unexpired period. However, your relieving will be subject to completion of your work at hand and transferred to the concerned person(s) to the satisfaction of the management.

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Employee

Orbees

You are required to continue working with full commitment during your notice period. You are obligated to return all Orbees or client property either in physical or electronic form, on the last day of your association with Orbees.

If your performance is not to the satisfaction of the Company or for any unethical behavior at any point during your association with Orbees, then the Company reserves its right to terminate your services as per the Company policy.

That in the event of you committing breach of any of the terms of this agreement, Orbees shall seek legal ramifications for the damages it believes it incurred.

16. **Severability:** Each paragraph and provision of this Agreement is severable from the agreement/contract and if one provision or part thereof is declared invalid, the remaining provisions shall nevertheless remain in full force and effect.

17. **Joining Date:** You are required to join as an intern on **18th March 2024** and are requested to intimate 2 days in advance to the HR Department. Your date of full-time employment will be after the completion of six months internship period.

18. **Documents to be submitted:** You are required to submit the following documents. Please initialize all the photocopies.
    a) **Education:** Original and photo copy of all your educational certificates & mark sheets from your 10th standard to highest educational qualification. *(originals will be returned after verification)*
    b) **Resume:** Signed hard copy of your resume.
    c) **Salary Proof:** Salary certificate / latest 2 months pay slip with bank Statement, if you are experienced
    d) **Experience and Relieving Letter:** If you are a experienced professional, please submit your Appointment Letter, Experience Letter and Relieving Letter from your former employer.
    e) **Photograph:** Three latest passport size colour photographs.
    f) **Passport:** Photo copy of your passport with visas and rejections if any.
    g) **PAN Card:** Self-attested photo copy of your PAN card.
    h) **Form 16/16A:** Form 16/16A issued by your recent employer, if any income tax has been deducted from your salary.

We take great pleasure in welcoming you to Orbees and sincerely hope that your employment with us will be long, pleasant and rewarding. Kindly submit the signed copy of this letter.

For **Orbees Business Solutions Pvt. Ltd**

Rakesh Valluru
Senior Manager - Operations

I hereby declare that the information provided by me is correct to the best of my knowledge. I understand that I am liable for action as deemed fit by the Company during my employment with the Company for any misrepresentation of facts. I have read the above terms and conditions of employment and would hereby confirm strict adherence to the same.

Signature:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Muskan Jaswal
Date:
Place:

Employer

Employee

Orbees

Salary Break-Up

	Per Annum	Per Month
Gross Annual Compensation	**8,00,000**	**66,667**
Basic	3,20,000	26,667
House Rent Allowance	1,28,000	10,667
Employer Provident Fund	38,400	1,800
Travel & Special Allowance	3,13,600	27,533
Gross Total	**8,00,000**	**66,667**

Take home without income tax	**62,867**

Deductions (p.m.)	
Employee Provident Fund	1,800
Employer Provident Fund	1,800
Professional Tax	200

Total deductions p.m. (excluding Income Tax)	**3,800**

Take Home p.m. (excluding Income Tax)	62,867

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Employer

Employee

1548

Date: July 31, 2024 Ref: CEL/HCAP/202407/037

To
Muskan,
VPO Mohana, Sonipat,
Haryana (131001)

Sub: Offer Letter

Dear Muskan,

It is our pleasure to extend the following offer letter to you on behalf of Community Empowerment Lab further to the interview and discussions you have had with us.

We are pleased to offer you a position as **Program Associate** in this capacity, you will report to **Dr. Pramod Singh (Director Program Impact & Community Partnership).** You may be required to travel frequently to field sites and other locations from time to time to effectively carry out your duties.

Term of Employment:
This is a full-time employment with the date of joining no later than **05 August 2024** However, either party may terminate this employment agreement by notice given in writing observing the statutory notice of a minimum of 30 days.

Remuneration:

Your remuneration is fixed at an annual cost to company of **INR 4,20,000 Lakhs** inclusive of taxes, your salary will be disbursed to your salary account no later than the 7th day of the subsequent month. CEL's policy is to review performance formally on an annual basis and reconsider compensation based on merit at that time. In addition to this policy, CEL managers review performance on an ongoing basis.

Taxes:
CEL will make deductions for Income Tax and other statutory deductions from your monthly salary, as per Income Tax rules and provisions, and deposit the same with the concerned Treasury/Department.

Reimbursements:
CEL shall reimburse you for all reasonable expenses incurred in the proper performance of your duties hereunder against prior approval and production of written evidence of such expenses to the reasonable satisfaction of your CEL manager/ approving authority, and in accordance with CEL's travel & business expenditure policy.

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General:

On joining the organization, you shall abide by the rules and regulations of the organization as may be in force from time to time. You will be required to maintain utmost confidentiality in respect to proprietary, confidential data information, documents and the organization's Human assets profile. Regular performance reviews will be done to benchmark your performance against organizational standards.

We welcome you on board. At the time of joining, the Human Capital team will give you a detailed letter of appointment. We would expect you to join no later than **06 August 2024** in keeping with our discussions with you, otherwise this offer will stand withdrawn automatically within ONE week of the joining date, or it stands canceled in case of any deviations in information provided by you.

It's our pleasure to welcome you to CEL. We sincerely hope that you will consider this offer favorably. We at CEL look forward to working with you.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

With best wishes,
For Community Empowerment Lab

Simanta Mohanty
Chief Development Officer

AGREED AND ACCEPTED:

DATE OF ACCEPTANCE:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

IPE Global_... Singla.msg Open Share

From: Nameesha Singla <nameesha.hm27@iihmr.in>
Sent on: Thursday, March 7, 2024 6:12:45 AM
To: Placements <placements@iihmr.edu.in>
CC: N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Subject: Fwd: RRT Offer Letter - Dr. Nameesha Singla

Follow up: Follow up

Get Outlook for Android

From: Anil Nicholas <anicholas@ipeglobal.com>
Sent: Wednesday, March 6, 2024 8:04:59 pm
To: Nameesha Singla <nameesha.hm27@iihmr.in>
Cc: Manish Pandey <manishpandey@ipeglobal.com>; Nitin Kumar <nitinkumar@ipeglobal.com>; Jitin Joy <jjoy@ipeglobal.com>; Vasudha Sharma <vsharma@ipeglobal.com>; 'VISHWAKARMA, Rakesh' <vishwakarmar@who.int>
Subject: RRT Offer Letter - Dr. Nameesha Singla

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Dr. Nameesha Singla,

We are pleased to offer you the position of "**Consultant - RRT**" for the project titled "**Rapid Response Team (RRT) Members to support MR Elimination, RI Strengthening and Public Health Emergencies**" in the Health Nutrition and WASH department of IPE Global. You are assigned to support the project in **Munger District in the state of Bihar**

The all-inclusive monthly professional fee will be **Rs. 1,57,449/-** (Rupees One Lakh Fifty Seven Thousand Four Hundred and Forty Nine only)

You are requested to revert with your acceptance and confirm your date of joining on or before **March 8, 2024**. You may please note that this is a fixed term contract and it shall be valid only up to **March 31, 2024**. Kindly note that this offer is valid for a period of 3 days from the date of issuance.

We wish you a successful tenure with the company !

Regards

Anil Nicholas | **Asst. Manager HR - Health, Nutrition and WASH**
Main: +91 11 40755900 | Fax: +91 11 24339534 | Cell: +91 9315598311

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PLEASE NOTE: This message, including any attachments, may include

1550

VAAGDHARA
Letter Dispatch No.
Vagg/2024-25/44
Date 29/05/2024.

VAAGDHARA

To,

Ms.Nayonika Singh,
D/o Mr.Mrigendra Pratap Singh,
H.No.459, Tighra Colony,
Khamariya Manegoan,
Distt.Jabalpur (M.P.)-482005

Subject: Appointment for the position of Programme Facilitator.

Dear Nayonika,

We have pleasure in appointing you as a **Programme Facilitator** in PMEL Unit, **Grade-E**, effective from **01st June 2024**, on the following terms and conditions:-

1. You will be entitled for the Salary and emoluments: **Rs.43300/-** (Fourty Three Thousand & Three Hundred Only) (CTC) Per Month.
2. PF (Employees Contribution) will be deductible from basic i.e.12% of basic salary i.e. **15000/-**.
3. ESIC (Employees Contribution) will be deducted from your gross salary i.e. 0.75% of gross salary if applicable.
4. Admin Charges will be deducted from your gross salary as if applicable.
5. You will be entitled for reimbursement of travel expenses as per the norms.

General conditions of employment:

1. Appointment can be terminated by either side with one month's notice.
2. If any negligence / in disciplinary behavior found during your tenure, your appointment will be terminated by taking reference of this clause and with the reference to this condition or without completion of Notice period your security deposit will be forfeited.
3. Your services can be transferred anywhere in Working area of VAAGDHARA.
4. Salary will be revised after successful completion of one year & appraisal by review committee on the basis of your performance and organization's policies.
5. You are requested to sign this letter, signifying your acceptance of the same, for our records.

Please note that your headquarters will be stationed at Banswara Rajasthan with the entire responsibility as a **Programme Facilitator**.

Jayesh Joshi
Secretary

Received & Accepted:
Signature& Name:
Date: 29/05/24

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Head Office : Village & Post Kopda, District Banswara (Rajasthan) 327001
Ph. : +91-9414082643, Fax : +91-9024573411 E-mail : jjoshi@vaagdhara.org
State Advocacy Office : Plot No. 37, Shiv Shakti Nagar, Gautam Marg, Near Kings Road,
Jaipur (Rajasthan) 302018 Ph: +91-9829823424
Website : www.vaagdhara.org

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Apollomedics
SUPER SPECIALITY HOSPITALS

29th February 2024

Ms. Neha Mishra
Jaipur, Rajasthan
Pin Code - 302020

Letter of Intent

Dear Neha,

Namaste!

Pursuant to your candidature being found suitable in the selection process, we are pleased to inform that you have been selected as **Management Trainee** at **Apollomedics Super Speciality Hospitals, Lucknow**, as per the mutually agreed upon '**Terms & Conditions**' and indicated in this **Letter of Intent.**

You are requested to join us **on or before 18/03/2024** after which this offer shall stands withdrawn.

This offer is subject to your reference check, including background verification and successful clearance of mandatory education requirements being found satisfactory. A detailed **Letter of Appointment**, elaborating the **Terms & Conditions** will be issued to you upon joining the organization, completing the necessary documentation(s) and having found **Fit to Join** in your pre–employment health check–up with us.

You are requested to submit the following at the time of your joining and carry originals for verification:

- **Passport size photographs** of **Self** *[1No(s).]*, **Spouse** *(01 No.)* and **Dependents** *(01 each).*
- **Relieving / Work Experience Letter** from immediate and past employers.
- **Academic & Professional Qualification**(s) certificates.
- **Proof of Date of Birth** *(Class X Passing or Birth Certificate).*
- **Proof of Address** *(Any Govt. issued Photo ID with Address, for e.g., AADHAR CARD / Passport / Driving License).*
- **AADHAR CARD & PAN CARD.**
- Latest **Appraisal Letter** with **CTC Annexure** & **03 Months Pay Slips** in support of last drawn salary.

Your services are liable to be transferred at the sole discretion of organization, in such other capacity as the company may determine, to any department / vertical / section, location, sister concern or subsidiary. As a token of having accepted this offer, kindly sign the duplicate copy of this letter and return the same.

We look forward for having a long and mutually beneficial association.

Thanks & Warm Regards.

Yours sincerely,
for **Apollomedics Super Speciality Hospitals,**
[a venture of Apollomedics International Lifesciences Limited & an **AHEL Group Hospital]**

Mr. Deepak Sachdeva
Deputy General Manager
Human Resources

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Apollomedics
SUPER SPECIALITY HOSPITALS

SALARY ANNEXURE

Name: Neha Mishra Designation: Management Trainee		
Salary Components	**Per Month (INR)**	**Per Annum (INR)**
Basic Salary	23,750	2,85,000
House Rent Allowance	11,875	1,42,500
Children Education Allowance	200	2,400
Other Allowance	5,993	71,912
Sub Total (A)	41,818	5,01,812
Reimbursements		
Telephone Reimbursement	1,000	12,000
Sub Total (B)	1,000	12,000
Insurance Premium (Employer's Contribution)		
Mediclaim (Premium)	1,416	16,992
Personal Accident Insurance (Premium)	98	1,176
Group Term Insurance (Premium)	226	2,712
Sub Total (C)	1,740	20,880
Statutory Components		
Provident Fund (12% of Basic)	1,800	21,600
Gratuity (4.81% of Basic)	1,142	13,709
Sub Total (D)	2,942	35,309
Fixed Cost to Company (FCTC)	**47,500**	**5,70,000**
Performance Linked Variable Pay (PLVP)	2,500	30,000
** Special Bonus		1,00,000
Total Cost to Company (Sum A+B+C+D) - TCTC	**50,000**	**7,00,000**
**Onetime bonus post completion of one year		

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The Antara ... Rajput.msg | Open | Share

From: Mihika Bapna <mihika.bapna@antarafoundation.org>
Sent on: Thursday, January 25, 2024 7:31:14 AM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>; N Satheeshkanna <satheeshkanna@iihmr.edu.in>
CC: Anita Thapa <anitathapa@iihmr.edu.in>; Aishwarya Jain <aishwarya.jain@antarafoundation.org>
Subject: RE: Shortlisted Candidates and Group Discussion Round [RE: JD for Fellow and PO The Antara Foundation]

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Good Morning Sir,

We are pleased to inform you that **Neha Rajput** has been selected for the Fellowship Program'24 at **The Antara Foundation**. Many congratulation to her!

Requesting to let us know in case there is anything that needs to be taken care of before issuing offer letter to the candidate.

Warmly,
Mihika

From: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Sent: Tuesday, January 23, 2024 2:47 PM
To: Mihika Bapna <mihika.bapna@antarafoundation.org>; N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Cc: Anita Thapa <anitathapa@iihmr.edu.in>; Aishwarya Jain <aishwarya.jain@antarafoundation.org>
Subject: RE: Shortlisted Candidates and Group Discussion Round [RE: JD for Fellow and PO The Antara Foundation]

Noted madam

With Regards,

IIHMR UNIVERSITY

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg, Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

Go Green: - Please do not print this email unless it is necessary. Every unprinted email helps the environment.

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Near Sanganer Airport, Jaipur-302029

From: Mihika Bapna <mihika.bapna@antarafoundation.org>
Sent: Tuesday, January 23, 2024 2:45 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>; N Satheeshkanna

Placements

From: *Vinod Tejwani*
Sent: *04 November 2023 11:46*
To: *Anita Thapa*
Subject: *FW: JD for Fellow and PO The Antara Foundation*
Attachments: *TAF_Fellowship_JD.pdf; TAF_Program Officer JD Jan22.pdf*

Follow Up Flag: *Follow up*
Flag Status: *Flagged*

With Regards,

IIHMR UNIVERSITY

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

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From: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Sent: Friday, November 3, 2023 10:14 PM
To: Aishwarya Jain <aishwarya.jain@antarafoundation.org>
Cc: N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Subject: Re: JD for Fellow and PO The Antara Foundation

Sure.

Noted

Sent from Outlook for Android

From: Aishwarya Jain <aishwarya.jain@antarafoundation.org>
Sent: Friday, November 3, 2023 9:57:28 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Subject: Re: JD for Fellow and PO The Antara Foundation

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Dear Sir,

I wanted to clarify that the PO salary band is not fixed to the one I mentioned. It is open to negotiations. However, the fellow salary is fixed to 7 LPA.

Further, due to certain constraints we will not be able to visit your campus. Thus, we would conduct the process online. I will get back to you with the final dates as soon as possible.

Thank you
Aishwarya

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1559

EMPLOYMENT AGREEMENT

This **EMPLOYMENT AGREEMENT** made and entered into as of the May 22, 2024 (the "Agreement"), by and between Ipsos Research Pvt. Ltd, a company incorporated under the Indian Companies Act, 1956 and having its registered office at 1701, 17th Floor, F Wing,Lotus Corporate Park,Off Western Express Highway, Goregaon East.Mumbai - 400063, India (hereinafter referred to as the "Company", which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns), and **Neha Verma** residing at **Faizabad Road, Patel Atithi Grah, Patel market Ayodhya Nagar, Nawabganj, Bara Banki, Uttar Pradesh – 225001** (hereinafter referred to as "Employee").

WITNESSETH:

WHEREAS, the Company desires to employ Employee, and Employee desires to be employed by the Company, pursuant to the terms and conditions contained herein; and

WHEREAS, the Company and Employee desire to enter into this Agreement, as set forth below.

NOW, THEREFORE, in consideration of the mutual promises and covenants hereinafter set forth, the parties hereto agree as follows:

1. **EMPLOYMENT.**

(a) Company agrees to and hereby does employ Employee during the Term (as hereinafter defined) to render services to the Company and Employee hereby accepts such employment. Employee will have the title of **Management Trainee** and shall have the duties and authorities customarily associated therewith. The Employee will currently be working at the Company's **Bengaluru** office. However, employee is liable to be transferred to any of our other offices.

(b) Employee agrees that, during the Term, Employee shall devote Employee's entire working time, attention, energy, knowledge and skill exclusively to the Company's business and the performance of the duties and responsibilities assigned to Employee hereunder and as may from time to time be assigned to Employee. In addition to the specific duties assigned to Employee, Employee will be expected to perform such other duties as are commensurate with Employee's position and responsibilities, including without limitation, (i) exercising Employee's best judgment; (ii) safeguarding and saving the assets of the Company from waste; and (iii) following, maintaining, and implementing the business plans, budgets, business procedures and directives established and promulgated by the Company, as modified or amended from time to time. The Company and all of its affiliated companies are sometimes referred to herein collectively as the "Ipsos Group".

(c) During the Term, Employee shall not, except with the prior written consent of the Company, engage in any other business or enterprise, whether as owner, partner, shareholder, member, director, employee, Analyst, advisor, retainer, contractor or otherwise.

(d) As a condition of employment, Employee agrees to be bound by and to comply fully with all Company policies and procedures for employees, including but not limited to all terms and conditions set forth in any applicable employee handbook, code of conduct, compliance manual or any other memoranda and communication applicable to Employee, including the Ipsos Book of Policies and Procedures and the Ipsos Green Book (as such materials may be amended from time to time) (hereinafter referred to as "Company Policies") and

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Near Sanganer Airport, Jaipur-302029

Employee agrees to execute all such documentation required by the Company in connection with implementing the Company Policies.

(e) Employee hereby represents and warrants that (i) Employee is not a party to any oral or written agreement which purports to restrict or in any other way affects Employee's ability to serve in the capacity in which Employee has agreed to serve, or to perform the duties or comply with the obligations which Employee has agreed to perform or comply with, pursuant to this Agreement; (ii) without limiting the foregoing, Employee is and was not a party to any written or oral agreement in respect of any claim, or currently or previously a party, deponent or target in any proceedings or investigations, nor currently or previously bound by any order or judgment, relating to or in connection with any of Employee's prior or existing employment relationships or directorships; and (iii) Employee will not improperly use or disclose any proprietary information or trade secrets of any former employer or other person or entity, and will not bring onto the premises of the Company any unpublished document or proprietary information belonging to any such employer, person or entity unless consented to in writing by such employer, person or entity.

(f) Communication with the media may be part of Employee's duties, and Employee shall not make any disparaging or misleading comments or statements about the Company or its affiliated companies or any of their directors, employees or clients. Further, Employee shall not make any statement in respect of unpublished information, which may affect the Company's shares, debentures or other securities unless such statement has been agreed in advance with the Company.

(g) **Background Verification:** With respect to Employee's background verification/check, Employee hereby authorize the Company to conduct, whether on its own or through the use of an agent/ third-party Background Verifications prior to and during Employee's actual employment. "Background Verification" includes, without limitation, information regarding Employee's employment and other experience, educational background and any criminal, credit or regulatory history. Employee further authorize, without reservation, any law enforcement agency, administrator, court, governmental body, federal or provincial agency, institution, school or university (public or private), information service bureau, employer or insurance company contacted by the Company or any agent of the Company to furnish the information set forth in the preceding sentence as part of the employment application process. Employee hereby consent to and understand that the Company will only use the information collected for the purposes of (if and as applicable) establishing or continuing Employee's employment, including without limitation, evaluating Employee's employment application, determining employment eligibility under the Company's employment policies, assessing property and business risks to the Company, and otherwise as may be permitted or required by law. Employee authorizes and consent to the release of records obtained through such checks to the authorized representatives of the Company or its agents, and to the Company's affiliates, for the purposes described above. Employee acknowledges and agree that any information relating to a Background Verification shall be stored on the Company server.

2. **TERM.**

Subject to the provisions of this Agreement the term of Employee's employment hereunder shall commence on **July 15, 2024,** and shall continue until terminated as provided in Section 7 below (the "Term").

3. **COMPENSATION.**

(a) Salary. The Employee shall be entitled to an all-inclusive remuneration on a cost-to-company basis. The compensation break-down is provided at Schedule 1 attached hereto.

(b) Employee Benefits.

Benefit Plans. Employee will be eligible for all aspects of the Company's benefits plans as per the applicable terms and conditions as outlined in the Schedule 1 which may be modified from time to time at the Company's sole discretion.

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These benefits shall be governed by the terms and conditions of the applicable benefit plans and other documents and such benefit plans, and the terms of coverage may be modified from time to time by the Company in its sole discretion. More information on the specific details of the Company's employee benefits can be made available to Employee under separate cover if required.

(c) Acknowledgment. Employee further acknowledges and agrees that he/she understands that the Company is a dynamic organization, and its compensation program is under constant review and may change during the course of Employee's employment with the Company.

(d) Payment Terms. The Company may withhold from any amounts payable under the Agreement such taxes as may be required to be withheld pursuant to any applicable law or regulation.

(e) Probationary Period: You will be on probation for a period of **6 months** from the date of joining. Unless notified otherwise your services will be confirmed automatically immediately after the completion of your probation period.

4. **LEAVE**

Unless otherwise specifically indicated in this Agreement, Employee will be entitled to leave each year, or a pro rata portion thereof in any partial calendar year, during the Term, plus all paid holidays generally provided by the Company to its full-time employees, as provided in the Company Policies.

5. **REIMBURSEMENT FOR CERTAIN EXPENSES.**

Employee shall be entitled to incur on behalf of the Company reasonable and necessary expenses in connection with Employee's duties in accordance with policies adopted from time to time by the Company. If such expenses are paid in the first instance by Employee, the Company shall reimburse Employee therefore upon presentation of appropriate documentation. Any tax liability imposed upon Employee by reason of payment or reimbursement of expenses shall be the responsibility of Employee.

6. **RESTRICTIVE COVENANTS.**

(a) Confidentiality and non-disclosure. The Company's clients expect that the Company will hold all business-related information about the client, including the fact that they are doing business with the Company and the specific matters on which they are doing business, in the strictest confidence ("Client Confidences"). Employee acknowledges that, during Employee's employment, either with the Company or with an Ipsos entity or assign, Employee will have access to such Client Confidences. Employee acknowledges that, during the course of Employee's employment, she/ he will have access to information relating to the Company's or the Ipsos Groups' business that provides the Company with a competitive advantage, that is unique and novel to the Company, that is not generally known by persons not employed by the Company, that could not easily be determined or learned by someone outside the Company and that the Company has taken steps to protect, and that is disclosed to Employee only in strict confidence, including, without limitation, trade secrets used, developed or acquired by the Company in connection with its business ("Confidential Information"). Such Confidential Information, whether explicitly designated as confidential, includes both written information and information not reduced to writing, and includes information and unique proprietary knowledge of the identity, characteristics, and preferences of the Company's clients, including Client Confidences, internal corporate policies and strategies of Company, pricing, financial and sales information, personnel information, forecasts, business and marketing plans. Employee acknowledges that the Company always retains ownership and control of its Confidential Information, that unauthorized use or disclosure of Confidential Information will damage the Company's business, and that the restrictions contained in this Agreement relating to Confidential Information are reasonable and necessary for the protection of the Company's legitimate business interests.

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Employee agrees to hold forever the Client Confidences and Confidential Information strictly in confidence and not to use, publish, disclose, divulge or disseminate, at any time, without the prior written consent of an officer of the Company (other than Employee), both during and after Employee's employment by the Company or its assigns, Client Confidences and Confidential Information except as may be necessary in the good faith performance of Employee's employment duties to the Company. Employee acknowledges that all Confidential Information including all documents, in hard copy or electronic form, received or created by Employee in connection with Employee's employment with the Company are and will remain the property of the Company. Employee agrees to return all such documents (including all copies) promptly upon the termination of Employee's employment and agrees that during or after Employee's employment, Employee will not, under any circumstances, without the written consent of an officer of the Company, disclose those documents to anyone outside the Company's affiliated companies or use those documents for any purpose other than the advancement of the Company's interests. Notwithstanding the aforesaid provisions, the Employee may disclose Confidential Information where ordered to do so, by any government, judicial or quasi-judicial authority; provided however, that the Employee shall in such a case give the Company reasonable notice of any prospective disclosure and shall assist the Company in obtaining an exemption or protective order preventing such disclosure.

(b) Employee understands that access to the Company's databases and table structures, including but not limited to databases or tables relating to clients, salary information, benefits, or stock of Company employees, is only on a "need to know basis". Employee understands that he/she is not permitted to access any database and tables, unless the database or table directly relates to the work being performed by Employee, and Employee agrees that he/she will not access any databases or tables other than those necessary to perform Employee's duties. The Employee understands that accessing a Company database or table that does not directly relate to the work required to be performed by Employee may, at the sole option of the Company, result in disciplinary action, up to and including termination of employment. Employee also understands and agrees that sharing passwords, using another employee's password, or allowing someone to use a password that has been designated solely as the password of Employee, may, at the sole option of the Company, result in disciplinary action up to and including termination. Employee also understands that the Company may monitor and review which databases and tables that Employee has been accessing at any time without prior notice to Employee.

(c) Non-Competition. Employee acknowledges that the Company is in a highly competitive industry and that Employees leaving the Company to join a competing business would jeopardize the Company's Client Confidences, Confidential Information and client relationships. Accordingly, the employee agrees that during the employee's employment with the Company, the employee will not directly or indirectly work for or with, own, invest in, render any services or provide advice to, or act as officer, director, employee, or independent contractor for, any person or entity that competes with the Company in the products or services it offers to its clients. Furthermore, the employee agrees and recognizes that any promotion to a senior position in the Company depends on the signature of a Non-Compete Agreement, which shall be enforceable during the employees' employment with the company and for a limited period, to be defined, after the termination of the employees' employment with the Company.

(d) Non-Solicitation of Clients. Employee acknowledges that, by virtue of Employee's employment with the Company, Employee has gained or will gain knowledge of the identity, characteristics, and preferences of the Company's clients, among other Client Confidences and Confidential Information, and that Employee would inevitably have to draw on such information if Employee were to solicit or service the Company's clients on behalf of a competing business. Accordingly, Employee agrees that during Employee's employment with the Company, and for one (1) year following the termination of that employment for any reason (whether voluntary or involuntary and whether with or without Cause), Employee will not, on Employee's own behalf or behalf of anyone else, directly or indirectly solicit or accept the business of, or perform any competing services for actual or prospective clients of the Company (a) as to which Employee performed services or had direct contact in the two (2) years leading to the date of Employee's termination from employment or (b) as to which Employee had access to Client Confidences or Confidential Information during the course of the last two (2) years of Employee's employment with the Company, or (c) in the case of a prospective client Employee was privy to or participated in any way (i) in direct contact with the prospective client, (ii) a request for proposal response, (iii) a proposal, or

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(iv) any written or oral presentation to that prospective client or prospective client contact during the course of the last two (2) years of Employee's employment with the Company. Employee further agrees that during Employee's employment, and for the one-year period thereafter, Employee will not encourage or assist any person or entity in competition with the Company to solicit or service any actual or prospective client of the Company covered by this paragraph, or otherwise seek to encourage or induce any such client to cease doing business with, or reduce the extent of its business dealings with, the Company.

(e) Non-Solicitation of Employees. Employee also agrees that for the one-year period following the termination of Employee's employment for whatever reason (whether voluntary or involuntary and whether with or without Cause), Employee will not solicit, recruit, hire or seek to hire (whether on Employee's own behalf or on behalf of some other person or entity) any person who is at that time (or was during the prior six (6) months) an employee, Analyst or independent contractor of the Company.

(f) Intellectual Property.

(i) Employee agrees to fully and promptly disclose to the Company, without additional compensation, all ideas, inventions, discoveries, improvements, designs, processes, production methods and technological innovations, whether or not patentable, copyrightable works, trademarks, service marks or other proprietary trade secrets which, while Employee is employed by the Company, are made, conceived or reduced to practice by Employee, alone or with others, during the Term and which are related to the business of or which result from tasks assigned to Employee by the Company ("Intellectual Property").

(ii) During the Term and for six (6) months after termination of the Employee's employment with the Company, Employee agrees to maintain adequate and current written records on the development of all Intellectual Property and to disclose promptly upon its creation to the Company all Intellectual Property and relevant records, which records will remain the sole property of the Company. Employee further agrees that all information and records pertaining to any idea, process, trademark, service mark, invention, technology, computer program, original work of authorship, design, formula, discovery, patent or copyright that Employee does not believe to be an Intellectual Property, but is conceived, developed, reduced to practice by Employee (alone or with others) during the period of employment, shall be promptly disclosed to the Company.

(iii) Employee acknowledges that the Company owns all such Intellectual Property rights as works fully made for hire of the law and, for the avoidance of doubt, hereby irrevocably, absolutely, unconditionally and perpetually assigns to the Company all worldwide rights in respect of the Intellectual Property in any and all media now known or hereafter developed, along with all existing causes of action, known or unknown. To the extent any assignment of Intellectual Property cannot be made to the Company or its designees, for any reason whatsoever, the Employee hereby irrevocably, absolutely, unconditionally and perpetually agrees to assign to Company or its designees, all of the Employee's right, title and interest therein or any part thereof. Employee agrees, at any time during or after Employee's employment, to sign all papers and do such other acts and things, at the Company's expense, as the Company deems necessary or desirable and may reasonably require of Employee to protect the Company's rights to such Intellectual Property, including applying for, obtaining and enforcing legal protection on such Intellectual Property in any and all countries. Employee hereby waives any and all moral rights in any and all Intellectual Property. Should the Company be unable to secure the signature of Employee on any document necessary to apply for, prosecute, obtain, protect or enforce the rights of the Company to any Intellectual Property, due to any cause, Employee hereby irrevocably designates and appoints the Company and each of its duly appointed officers and agents as Employee's agent and attorneys to do all lawfully permitted acts to further the prosecution, issuance and enforcement of the rights of the Company to any Intellectual Property, with the same force and effect as if executed and delivered by Employee. The Company reserves the right to appoint another attorney in lieu of the attorney appointed hereinabove.

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Employee confirms that the rights that vest with the Company in relation to the Intellectual Property shall not be deemed to have lapsed if the Company does not exercise the rights for any period whether under the provisions of Section 19(4) of the Copyright Act, 1957 of India or any other similar provision under any law of any jurisdiction.

(iv) Employee represents and warrants that he/she will not use or integrate in the Intellectual Property any third-party materials or data that are not validly licensed to the Company unless previously authorized by Employee's reporting officer in the Company. Employee represents and warrants that Employee has not violated the intellectual property rights of any third party and covenants that he/she shall not violate the intellectual property rights of any third party in the course of his/her employment with the Company. In the event the Company is held liable for Employee's violation of any intellectual property rights, Employee undertakes to indemnify the Company and its affiliates against all losses, liabilities, claims, actions, costs and expenses, including reasonable attorney's fees and court fees resulting therefrom.

(g) Breach. If Employee violates any provision of this Section 6 of this Agreement, the time periods set forth in those paragraphs shall be extended.

(h) Survival. The terms of this Section 6 shall survive any termination or expiration of this Agreement according to their terms, or if no term is specified, in perpetuity.

7. **TERMINATION.**

(a) Notwithstanding Section 2 hereof, the Term shall terminate upon the earliest of the following dates or events (the "Termination Date"):

(i) The date of the death of Employee.

(ii) In the event Employee shall be unable, by reason of physical or mental disability/illness (or disablement), to perform Employee's duties hereunder for a cumulative period (leaves excepted) of sixty (60) days in any consecutive twelve (12) month period (to the extent it would not violate applicable law) and the Company shall elect by notice in writing to terminate Employee's employment hereunder for such reason (to be effective immediately or on such later date specified in such notice);

(iii) In the event that the Company shall elect to terminate Employee's employment for Cause, in connection with the occurrence of any event described in Section 7(b) below.

(iv) In the event Employee shall elect to terminate Employee's employment in either state of employment, i.e.,

(a) During the probation period, on **one month's** written notice to the Company; or

(b) Post completion of probation period and on confirmation automatically or otherwise, on **two months'** written notice to the Company,

In either of the above situation the release will be governed by the general terms and conditions of employment in force at that point in time. After submission of resignation letter, you may opt for early release, instead of serving the entire notice period, the same can be done only on written approval from the Concerned Head. In such an event the payment in lieu (last base salary) will be deducted from the dues. All the other formalities regarding release will be governed by the general terms and conditions of employment in force at that point in time.

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(v) In the event the Company shall elect to terminate Employee's employment for any reason other than Cause, Company shall give Employee prior written notice of termination as per the below state of employment or equivalent monetary compensation (last base salary):

(a) During the probation period, on **one month's** written notice to the Employee; or
(b) Post completion of probation period and on confirmation automatically or otherwise, on **two months'** written notice to the Employee,

(b) For purposes of this Agreement, the term "Cause" shall include but not be limited to the occurrence of any one or more of the following acts or omissions by Employee: (i) material failure, or willful and material refusal, to perform Employee's duties under this Agreement; (ii) intentional insubordination; (iii) misconduct (as provided in the Company Policies and/or under applicable labour law), negligence, fraud or dishonesty in the performance of Employee's duties; (iv) alcoholism; (v) habitual substance abuse or possession of illegal drugs; (vi) conviction for any criminal offence that is in the Company's sole discretion materially harmful to the Company or its reputation; or (vii) misrepresentation or breach of any representation and warranty, covenant or agreement in this Agreement or any other agreements between Employee and the Company.

(c) For purposes hereof, the "Termination Date" shall be the last day of the period in which the termination notice is given (such period, the "Notice Period"), *e.g.*, if six (6) months' notice is required, the date of termination of the Term shall be the end of the 6th month after notice is given, unless a later date is agreed to by the parties, in which case the Termination Date shall be the later date.

(d) The Company may, in its absolute discretion, require Employee at any time during the Notice Period (or in case of any suspension) not to attend Employee's place of work and/or not to perform any duties for the Company or to perform any such duties, projects or tasks as are expressly assigned to Employee by the Company. Employee shall continue to be employed by the Company during such period and therefore shall be eligible to receive Employee's full pay and benefits. During any such period, Employee shall (i) notify the Company of any change of address or contact details, or (ii) if requested by the Company, refrain from contacting employees, clients and professional contacts of the Company, (iii) cease to be an authorized signatory of the Company or hold a power of attorney for the Company, and (iv) continue to be bound by the express and implied duties of Employee's employment, including, without limitation, by the duty of fidelity and good faith owed to the Company.

(e) Notwithstanding anything to the contrary, if the employment of Employee is terminated by reason of the liquidation of the Company for the purpose of reconstruction, merger, spin-off, acquisition, amalgamation or by reason of any reorganization of the Company or any other corporate action (including a transfer of establishment / unit / undertaking) and Employee shall have been offered employment with the company succeeding to the Company upon such event on terms no less favorable to Employee than the terms in effect under this Agreement then the Employee shall have no legal or contractual claim against the Company by reason of the termination of the employment.

8. **CONSEQUENCES OF TERMINATION.**

(a) Upon the termination of Employee's employment with the Company, Employee shall not be entitled to receive any further compensation, benefits from the Company, except for payment of Employee's Salary accrued through the Termination Date, Employee's unreimbursed expenses, Employee's unused accrued leave (if applicable as per company policy) and such amounts required by applicable law or the terms of a benefit plan maintained by the Company (the "Accrued Amounts") ; all of which would be payable in the full and final settlement.

(b) Except as provided herein, Employee shall continue to receive Employee's Salary and benefits as provided for in Sections Section 3(a) and 3(b) above during the Notice Period.

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(c) Any payments or benefits made or provided pursuant to this Section 8 (other than the Accrued Amounts) are subject to Employee's: (i) full and continued compliance with the provisions of Section 6 above and the other terms and conditions contained herein; (ii) delivery to the Company of an executed full and complete release of claims, with such terms as needed under then applicable law to give full effect to its intent and purpose; and (iii) delivery to the Company of a resignation from all offices, directorships and fiduciary positions with the Company, its affiliates and employee benefit plans.

9. **RETURN OF COMPANY PROPERTY.**

If asked to do so by the Company at any time during Employee's employment, or automatically when Employee's employment ends, Employee will promptly return to the Company all original and copy documents (including those considered to be Intellectual Property, Client Confidences and/or Confidential Information), software and any other information-storing medium belonging to the Company and any other property belonging to the Company or belonging to any third party who has provided the property to the Company for its use and which is in Employee's possession or under Employee's control.

Employee agrees that Employee will confirm in writing that Employee has fully complied with these obligations if asked to do so by the Company. The Company may withhold any monies owing to Employee until Employee has complied with this obligation.

Employee will co-operate with any request made by the Company either during or after the termination of Employee's employment to provide access (including passwords and any codes) to any computer or other equipment (electronic or otherwise) in Employee's possession or under Employee's control, which contains information relating to the Company or its business. Employee will permit the Company to inspect, copy or remove any such information.

10. **COOPERATION.**

Upon the receipt of reasonable notice from the Company (including notice from outside counsel), Employee agrees that while employed by the Company and thereafter, Employee will respond and provide information with regard to matters in which Employee has knowledge as a result of Employee's employment with the Company, and will provide reasonable assistance to the Company, its affiliated companies and their respective representatives in defense of any claims that may be made against the Company or its affiliated companies, and will assist the Company and its affiliated companies in the prosecution of any claims that may be made by the Company or its affiliated companies, to the extent that such claims may relate to the period of Employee's employment with the Company. The Employee agrees to promptly inform the Company if Employee becomes aware of any lawsuits involving such claims that may be filed or threatened against the Company or its affiliated companies. The Employee also agrees to promptly inform the Company (to the extent that Employee is legally permitted to do so) if Employee is asked to assist in any investigation of the Company or its affiliated companies (or their actions), regardless of whether a lawsuit or other proceeding has then been filed against the Company or its affiliated companies with respect to such investigation, and shall not do so unless legally required. To the extent that Employee incurs out of pocket expenses, the Company agrees to reimburse Employee for reasonable out of pocket expenses, as determined in the Company's sole discretion, incurred in connection with such cooperation.

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11. **OTHER TERMS.**

(a) Except as otherwise provided in this paragraph, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns. Neither this Agreement nor any right or interest hereunder shall be assignable by Employee, his beneficiaries, or legal representatives without the Company's prior written consent; provided, however, that nothing in this Section 11(a) shall preclude Employee from designating a beneficiary to receive any benefit payable hereunder upon his death, or the executors, administrators, or other legal representatives of Employee or his/her estate from assigning any rights hereunder to the person or persons entitled thereunto. This Agreement shall be assignable by the Company to a subsidiary or affiliate of the Company; to any corporation, partnership, or other entity that may be organized by the Company, its general partners, or its officers, as a separate business unit in connection with the business activities of the Company or of its general partners or officers; or to any corporation, partnership, or other entity resulting from the reorganization, merger or consolidation of the Company with any other corporation, partnership, or other entity or any corporation, partnership, or other entity to or with which all or any portion of the Company's business or assets may be sold, exchanged or transferred. In the event Employee begins working for, or providing services to any affiliated company, so much of this Agreement as may be appropriate under the circumstances shall be deemed assigned, without need for notices or any written instrument.

(b) Any notice to be given by the Company hereunder shall be sent by an email, overnight courier with receipt confirmation or by certified or registered mail addressed to Employee at Employee's address above written, and any notice to be given by Employee hereunder shall be sent by fax (with a confirmation copy by mail), overnight courier with receipt confirmation or by certified or registered mail addressed to the Company at its address above written, Attention**: Concerned Head** with a copy to the **Country HRD, India** Any party may change the address to which notices are to be sent by giving written notice of such change of address to the other, in the manner above provided for giving notice. No notice given hereunder shall be deemed to have been given unless actually received by the party to whom it is addressed, provided that a certified or registered mail receipt shall be conclusive evidence of receipt thereof.

(c) Employee hereby expressly agrees and acknowledges that the restrictions contained in this Agreement are fair, reasonable and necessary for the protection of the legitimate business interests of the Company and its affiliated companies and that any breach of this Agreement would possibly cause irreparable harm to the Company, and that the Company may not have an adequate remedy at law. Therefore, in addition to any other remedy which the Company might have, the Company, in such circumstances, shall be entitled to injunctive relief for any such breach. Employee hereby agrees that should the Company institute any action or proceeding for injunctive or similar equitable relief to enforce these covenants, Employee waives and agrees not to assert the claims or defenses that the Company has an adequate remedy at law or that the Company will not suffer irreparable damage. Employee also agrees that any request for such relief shall be in addition and without prejudice to any claim for monetary damages which the Company might elect to assert. This provision is a material inducement for the parties' acceptance of this Agreement.

(d) If any provision of this Agreement is held to be unenforceable by a court or other decision-maker, the remaining provisions shall be enforced to the maximum extent possible. If a court or other decision-maker should determine that any portion of this Agreement is overbroad or unreasonable, such provision shall be given effect to the maximum extent possible by narrowing or enforcing in part that aspect of the provision found overbroad or unreasonable.

(e) This Agreement shall be governed by and construed in accordance with the laws of India. Employee hereby irrevocably consents to exclusive jurisdiction of the courts of Mumbai for the purpose of any legal proceeding relating to or arising hereunder this Agreement.

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(f) The Company and Employee agree that (i) this Agreement and any documents incorporated by reference herein are the entire and only agreement between the parties respecting the subject matter hereof and integrates all prior offers, promises, agreements, representations, undertakings and covenants relating in any way to the subject matter hereof, and (ii) there are no other agreements, contracts, terms, provisions, promises, representations, undertakings, or covenants among or between the Company and Employee relating in any way to the subject matter hereof. This Agreement may be modified only by a written instrument executed by all parties hereto.

(g) Employee acknowledges that Employee understands the terms and conditions set forth in this Agreement and has had adequate time to consider whether to agree to them and to consult a lawyer or other advisor of Employee's choice if Employee wishes to do so. Employee enters into this Agreement with full understanding of the nature and extent of the restrictive covenants contained herein, and acknowledges that because of the nature of the Company's business, this Agreement would not be entered into without the restrictive covenants contained herein. Employee acknowledges and agrees that he is entering into this Agreement voluntarily and of his/her own free will in order to obtain the benefits of employment, continued employment, and compensation by the Company. Employee acknowledges and agrees that he has not been coerced or suffered any duress in order to induce him to enter into this Agreement.

(h) The section headings used in this Agreement are included solely for convenience and shall not affect, or be used in connection with, the interpretation of this Agreement. In the event of any inconsistency between the terms of this Agreement and any form, award, plan or policy of the Company, the terms of this Agreement shall govern and control.

(i) English shall be the governing language of this Agreement. In the event there is a conflict between the English version and any translated version, the English version shall prevail.

(j) This Agreement may be executed in several counterparts, each of which shall be deemed to be an original but all of which together will constitute one and the same instrument.

(k) The Company may, in connection with Employee's employment, receive personal data relating to him or third parties associated with him (such as spouse or children). Such data may be received from Employee, or from other sources, and some limited personal data may be recorded directly or indirectly by internal security systems or by other means. Company may process such data for relevant and limited purposes. By signing this Agreement, Employee expressly consents to the following; (i) the processing of his/her personal data by the Company; (ii) the collection and processing of sensitive personal data about Employee for limited purposes; (iii) the transfer worldwide of personal data held about Employee by the Company to other employees and offices of the Company's worldwide organization and to third parties where disclosure to such third parties is required in the normal course of business or by law; and use of Employee's personal images and voices in marketing material, videos, etc.; and (iv) treating any personal data to which Employee has access in the course of his employment strictly in accordance with Company policies and procedures and not using any such data other than in connection with and except to the extent necessary for the purposes for which it was disclosed to him.

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(l) Except as required by law, no right to receive payments under this Agreement shall be subject to anticipation, commutation, alienation, sale, assignment, encumbrance, charge, pledge, or hypothecation, or to execution, attachment, levy, or similar process or assignment by operation of law, and any attempt, voluntary or involuntary, to effect any such action shall be null, void and of no effect.

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

IPSOS RESEARCH PVT. LTD.

By: _____

Gaurav Ajmera
Associate Director – Human Resources

_____

Neha Verma

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Ipsos

Schedule 1

Neha Verma
Management Trainee

Location	Bengaluru	
Designation: Management Trainee	**Per Month**	**Per Annum**
Basic Salary	22,167	2,66,000
House Rent Allowance	11,083	1,33,000
City Compensatory Allowance	18,710	2,24,525
Children Education Allowance	200	2,400
Hostel Education Allowance	600	7,200
Leave Travel Allowance		22,167
Provident Fund (Company's contribution)		31,920
Gratuity		12,788
Total Cost to The Company		**7,00,000**

Insurance Benefits:

You will be covered under life insurance policy upto Rs 5,00,000 Lakhs.
You will be also covered under Mediclaim policy of upto 3,00,000/- p.a.

Terms and Conditions:

"Ipsos reserves the right to restructure your compensation under the organization wide compensation restructuring program/ process. As an when such restructuring process will take place your compensation structure will be aligned to new changed structure without impacting your overall Cost to Company (CTC). As a result, your monthly gross salary or offered compensation structure might get an impact but your overall CTC will remain same."

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EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT (here in after referred to as **"AGREEMENT"**, which expression shall include the Schedule(s) here of and all amendments made from time to time) is executed at _____ on this ____ day of_____ by and between:

PARTIES TO THIS AGREEMENT:

M/s HJ Hospitals Sarl, Kinshasa, Democratic Republic of the Congo (DRC) a unit of H.J. Group of Companies registered under the RCCM: CD/KIN/RCCM/14-B-01858 ID NAT: 01-933-N779658W having its registered office at 22309, Boulevard Lumumba, Croisement T.P./Funa Limete Industriel, Kinshasa, DRC (hereinafter also referred to as ***"the Employer / Hospital"*** which expression shall, unless repugnant to the context or bearing thereof, be deemed to mean and include its successors in business, permitted assigns, heirs, representatives, nominees, associate/ subsidiary of the Employer, any of its Group Company (ies), (etc) as the **First Party;**

AND

Mr.Nilesh Dhakar aged 24 years, S/o Mr. Laxmi Lal Dhakar having Permanent residence at PIN-312601 V&P Unkhliya Teh.-Nimbahera Dis.-Chittorgarh being a citizen of **India** bearing Passport Number: **T4115456** (here in after also referred to as ***"the Employee"***) of the ***Second Party***.

The First Party and Second Party collectively referred to as ***"Parties"***

Adhar Card no.- 2010 5548 4864

WHEREAS, HJ Hospitals Sarl, Kinshasa, DRC is a subsidiary/unit of H.J. Group of Companies which is based in DRC and is engaged in operation and management of 200 bedded multispecialty hospital in Kinshasa, DRC; and hereby appoints **Mr.Nilesh Dhakar** as **Executive -Billing /Cashier** with effect from the date of joining as per the terms and conditions contained in herein below provided in this agreement.

AND WHEREAS, the Employee has agreed to invest time and efforts to serve the Employer as **Executive -Billing /Cashier** and to fulfil the job requirements up to the expected level and shall be paid remuneration during the period of employment as decided by the from time to time and as agreed in this Agreement.
AND WHEREAS the aforesaid parties hereto are desirous of recording the said terms and condition to legally bind the parties to this agreement.

NOW THIS AGREEMENT WITNESSES AS UNDER: -

1. **JOB PROFILE AND DESCRIPTION:**
   As **Executive -Billing /Cashier** for HJ Hospitals Sarl, Employee have to work in the *Department Hospitality* as mentioned in your JD & KRA.

2. **EMOLUMENTS & REMUNERATION:**

   2.1 The Employee shall be entitled to receive his monthly salary as per the attached **Annexure-1**.

   2.2 EXTRA PERKS AND ADVANTAGES:
   a. Semi-furnished accommodation **(Sharing)** in DRC shall be provided for the Employee. Any other expenses pertaining to employee stay in DRC shall be borne by the Employee.
   b. Canteen facility is available at hospital premises, where Employee can avail the facility during the employment period & **USD 150** (Us Dollars One Hundred Fifty Only) will be deducted from **Employee** salary on monthly basis. In case the Employee opts for self-food arrangements no deduction would be applicable.

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c. All medical expenses (excluding pre-existing and chronic diseases, dental, ophthal, Physiotherapy and dermatology) of the Employee at DRC, will be borne by the Employer.

d. The Employer will not provide the Employee with any type of Life Insurance, Health Insurance and or any other policy/agreement which will financially cover the Employee in case of any injury, permanent disability and or death. If an Employee wishes to avail any such policy/agreement (as mentioned above) during the period of Employment Contract with HJ Hospitals, the cost will be borne by the Employee only.

2.3 No other communications as well as commitment are made by the Employer for remunerations or otherwise, other than as mentioned in Clause 2 of this Agreement to the Employee.

3. DATE OF JOINING

This agreement shall be deemed effective from the date of joining (first working day after reporting at Kinshasa, DRC).

4. PROBATION PERIOD

4.1 The Employee will be on probation period for Six (6) months, from the date of joining the Employer. During the probation period, the Employer can terminate the contract by giving 7days notice period in case of unsatisfactory performance of employee. During the probation period, the performance will be evaluated on below parameters;

1. Employees' KRAs
2. Clearing level 2 French language

However, the probation can be extended further for 2 months, on failure of clearing the performance review conducted by the Employer.

5. TENURE OF SERVICE & AGREEMENT

5.1 This employment contract is valid for a term of **Thirty -Six months** from the date of joining.

5.2 In case the Employee decides to leave the company before expiry of the period of employment contract or if the Employer wishes to terminate the contract within the aforementioned period, a notice period of minimum 60 days would be applicable from the date of resignation or termination, and all expenses including return air fare, visa, work permit, airport entry and exit would be at employee's cost, it is also understood that employee would not take any other appointment in DRC in similar field or sector for next 5 years from the date of termination of this agreement.

6. WORK RELATED CONDITIONS AND RESTRICTIONS

6.1 The Employee shall devote full time to the work of Employer and during the term of the employment with the Employer, the Employee will not engage in any other employment, occupation, consulting or other business activity.

6.2 The Employee must abide by the Rules & Regulations of the Employer applicable at all times, and these may be changed at any time and notified to the Employee by the management.

6.3 The administrative language in DRC is French. Employee has to attend the French language learning classes on regular basis, which is a 6 months course and conducted/provided by the Employer. Employee must complete the course after which the French Language Assessment Test will be conducted by the Employer. Employee has to clear Level 1 (Basic) in first 3 months from the date of joining and next 3 months Level 2 (Advance). However, if the employee is unsuccessful in the French Language Assessment Test as per Hospital Policy, employee has to bear additional course fee of USD 200 per month from Seventh month onwards.

7. CONFLICT OF INTEREST:

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During the period of employment, the Employee shall not undertake any other employment, assignment or contracts whether part time, full time or on assignment basis, without the prior written permission and authorization of the management.

8. **NON- DISCLOSURE:**

The Employee undertakes that, in consideration of his employment with the and any salary paid for services during the period of his employment with the and for other good and valuable considerations, the receipt and sufficiency of which is hereby acknowledged by the Employee, while in the service of the whether in the capacity in which he/she has been employed or in any other capacity for which he/she may be entrusted and further for a period of Five (5) years immediately following the separation/ dismissal/ retirement or termination of his employment with the for any reason:-

8.1 He/she shall not directly or indirectly in any capacity disclose or communicate any confidential or proprietary information to which he/she may come across during the tenure of his/her employment to any individual or business entity. In addition to this he/she will not use such information for his/her personal purpose.

8.2 He/she shall not, directly or indirectly either for himself/herself or for any other individual or business entities solicit or take away or make an attempt to solicit or take away the clients of H.J. Group of Companies for whom the group companies rendered services during the employment of the Employee.

8.3 He/she shall not form any association with any member of the staff. Nor shall he/she engage himself/herself in soliciting or employing or making an offer to employ any member of staff for any individual or business entities engaged in identical business to that of H.J. Group of Companies.

9. **LEAVES**

The Employee is eligible for **45** days paid leave (calendar days) after **18** months' continuous service from the date of joining. All expenses including return air ticket* to home country (*Travel Sector: Kinshasa-Mumbai -Kinshasa), visa, Kinshasa airport exit charges would be borne by the Employer as per category. Any other visit expense will be borne by Employee himself.

10. **TERMINATION:**

10.1 **NOTICE:**

a. **Employer**: Employer is liable to give termination notice period of **30 days** to employee, post completion of probation period.

b. **Employee:** 60 days notice is a must for the Employee's service (or pay in lieu thereof) excluding any leaves available/credited in his account. Employer reserves the right to pay or recover salary in lieu of the notice period.

c. In the event that the Employee takes more than 30 days of unauthorized absence or overstays the leave originally granted and subsequently extended, the Employee shall lose lien on his appointment and shall be presumed to have abandoned his position of his own accord.

d. In case of absence due to illness, the Employee must notify the management no later than midday of the day of absence, and in case of illness or sickness of more than 30 days, he/she must provide them with a letter from a recognized Practicing doctor in Congo. If the Employee is found to be suffering from any infectious disease or a protracted illness that was not disclosed to the Employer at the time of his appointment, the Employer shall reserve the right to terminate the Employment contract.

e. If at any time during the period of employment, the Employee is found guilty of misconduct, wilful negligence, disobedience, misappropriation, insubordination or breach of any terms of

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this appointment letter or the Terms and Conditions of Employees employment, the Employer will terminate his appointment without any notice or pay in lieu thereof.

f. If at any time during the period of employment the Employer will terminate the employment contract without any notice or pay in lieu thereof if the Employee is found guilty of below mentioned violations:

i. Forgery and or misuse of hospital documents.
ii. Faking of Educational certificates of the self.
iii. Embezzle of Hospital funds.
iv. Misuse and or damage to Hospital property.
v. Involvement of the Employee in any anti-organizational activity.
vi. Putting false allegation(s) on the Employer and or the colleague(s) which may defame the Employer and or other Employee(s).

If proved guilty on the above, the Employer also reserves the right to take legal action against the Employee as per DRC laws and regulations.

11. ARBITRATION:
Any dispute arising out of or in connection with this agreement shall be settled through arbitration under the DRC Law and Regulations. The venue of the arbitration shall be in DRC.

12. JURISDICTION:
That in the event of any dispute or difference arising between the parties hereto either during the subsistence of this Agreement, the same shall be subject to the jurisdiction of the courts at DRC exclusively.

13. That Employee agrees that the covenant and conditions of the Agreement are only a part of the terms of employment; and the right to discharge the Employee from his services is reserved by the Employer.

14. COUNTERPARTS.
This Agreement may be executed in two counterparts for the purposes of record of both the parties.

For HJ Hospitals Sarl,

Mr. Amit Chauhan
CEO

Date:

Employee Acceptance:

Name: Mr.Nilesh Dhakar

Signature: Dhakar

Date: 20/04/2024.

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Annexure – 1

S. No.	Particulars	Description
A	Remuneration per month.	Basic Salary = USD 350/- HRA = USD 200/- Special Allowance= USD 200/- Travel Allowance = USD 100/- Food Allowance = USD 150/- **Gross Monthly Salary = USD 1000/-** **(United States Dollars one thousand only).** **Note:** This will be credited to Employee's bank account in DRC.
B	Employment Contract Duration	Thirty-Six Months from the date of joining.
C	Probation Period	Six Months from the date of joining.
D	Notice Period	60 days.
E	Retention Clause	USD 2000 will be kept as **Retention Amount*** which will be recovered from Employee's monthly salary in 10 equal instalments. This retention amount will be released at the time of Full & Final Settlement when Employee successfully completes employment contract with HJ Hospitals Sarl.
F	Penalty for pre-mature termination of this agreement.	***Retention Amount** of USD 2000/-.

For HJ Hospitals Sarl,

Mr. Amit Chauhan
CEO

Date:

Employee Acceptance:

Name: Mr.Nilesh Dhakar
Signature:
Date: 20/04/2024

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8585Annexure - 2

Medical self-declaration form

1. Do you suffer, or have you ever suffered from any of the following?

Symptom/Disease	Yes	No	Symptom/Disease	Yes	No
Asthma or shortness of breath (Please provide details below)		✓	Epilepsy or blackouts (Please list any details below)		✓
High / low blood pressure		✓	Stomach disorders		✓
Any hearing disability		✓	Liver disorders		✓
Diabetes		✓	Anaemia		✓
Hernia		✓	Phobia (please specify)		✓
Heart related problems		✓	Drug / alcohol addiction		✓
Nervous disorders		✓	Allergies (please specify)		✓
Do you have any visual problems? (Please provide details below)		✓	Vibration white finger or any HAVs related condition		✓
Tenosynovitis (joint problems)		✓	Spine (C, T, L, S)		✓
HIV		✓	Any kind/type of Cancer		✓

2. Are you currently taking any medication (prescribed or over the counter)? Please give the name, mgs and how often you take it: No.

3. Are you registered disabled? ~~YES~~/NO ✓

4. Have you ever gone through any major surgery(ies)?
   No.

5. Have you suffered or are suffering from any other disease apart the ones mentioned in point 1?
   No.

6. Details of your point 1 disease(s) where you had mention "Yes":
   No.

I hereby declare that all the information provided in this questionnaire is correct. I shall promptly report to the Employer about the any relevant change in the same. If it is found that any of the information provided herewith is false or kept hidden, then the Employer may take disciplinary action.

Date: 20/04/2024.

Employee Signature

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CTC FOR ALL PROFILES EXCCEPT IN HAND SALARY

S No	Expense Head	Total Expenses/Month (USD)
1.	Accommodation (Sharing Basis) fully Furnished	1100$
2.	TV Recharge	80$
3.	Free Drinking water	50$
4.	Free Gym Services	100$
5.	Free Swimming pool services	100$
6.	Free Transport (Car/Bus)	100$
7.	Free VISA	50$
8.	Free Ticket	70$
9.	Free Room Services (Housekeeping)	100$
10.	Free French Classes	150$
11.	Free Medical Services (Except: Pregnancy, Dental & Cosmetics)	100$
12.	Free Mobile Recharge as per Grade	20$
13.	Free WIFI	100$
Total CTC (Except In hand 100% Tax Free Salary) PER MONTH		**2120$** **In INR:173840 RS/Month** **20,86,080 Rs/Year**

H.J HOSPITALS SARL
RCCM/C.D/KIN/B/01858
ID. NAT. 01-822-N79658W
KINSHASA
N°22309, Av. LUMUMBA CROISEMENT TP / FUNA
LIMETE INDUSTRIEL

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Enira Consulting Private Limited

CIN: U4140GJ2019PTC108479

EMPLOYMENT CONTRACT

This Employment Agreement (the '**Agreement**') is hereby executed on the **10th day of July 2024**, by and between:

Enira Consulting Private Limited, a non-governmental company registered under the Companies Act, 2013 and having its office at 13th Floor, Vandana Building, Atul Grove Road, Janpath, Connaught Place, New Delhi, Delhi - 110001 (hereinafter referred to as "**Employer**" / "**Company**", which expression shall, unless repugnant to the context or meaning thereof, be deemed to mean and include its successors, administrators, its subsidiaries and permitted assigns) of the FIRST PART;

And

Nipun Vaid Mehta, son of Sunil Kumar Mehta aged 23 years and residing at Flat No. 288 Sector 13, Pocket B Metro View App., Dwarka, South West Delhi, Delhi - 110075 (hereinafter referred to as the "**Employee**", which expression unless repugnant to the context or meaning thereof, be deemed to mean and include his heirs, administrators, its subsidiaries and permitted assigns) of the SECOND PART.

*Employer/Company and Employee are hereinafter individually be referred to as "**Party**" and collectively as "**Parties**"*

RECITALS:

A. WHEREAS, the Company is engaged in providing consultancy services across diverse sectors including strategy consulting, market entry, regulatory compliance, technology integration, product development and financial consulting (hereinafter referred to as "**Business**")

B. WHEREAS, based on the representations of the Employee, including, but not limited to, skills, qualifications and abilities necessary to contribute to and further the aims of the Business, the Employer desires to engage the Employee and the Employee desires employment of the Employer upon the terms and conditions contained in this Agreement and any applicable Company Policies.

C. WHEREAS, Both the Employer and Employee accept the terms and conditions set forth hereby in this Agreement.

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IN CONSIDERATION of the mutual benefits and responsibilities specified in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, both Parties to this Agreement agree as follows:

1. EMPLOYMENT AND TERMS:

1.1. The Employee will commence full time employment with the Employer on **10th June 2024** (the "**Joining Date**').

1.2. The term of this Agreement shall be deemed to have begun from Joining Date and shall continue until terminated by either Parties.

1.3. The employment shall be subject to a mandatory probationary period of **six (6) months ("Probation Period")** which shall start from the Joining Date. At any time during the Probation Period, the Employer shall have the right to terminate the Employee without notice. In such event, the compensation Employee will receive will be the salary accrued for the time of work completed prior to this termination.

1.4. At the end of the Probation Period, the continuation into permanent employment structure and term for the same will be determined by the Employer based on the Employee's performance evaluation and ability under the same terms and conditions mentioned in this Agreement.

1.5. The employment period can be extended further at the will of both Parties. Such will may be express or implied. The Employer and Employee recognize that certain conditions set out in this Agreement will survive past termination of employment.

1.6. Employee shall have read the Company policies and shall be bound by, and shall comply with any and all policies of the Company as may be amended from time to time.

1.7. The Employee shall neither take up any employment nor engage himself/herself, either full time or part time, either directly or indirectly, in any other organization or establishment while in employment with the Company nor shall he engage himself/herself in any activity or investment which is in conflict with the Company's business interests or which tends to interfere with the proper and efficient execution of his duties towards the Company. The Employee shall not accept compensation in any form from any outside party for any actions performed on behalf of the Company without the express written permission of the Company.

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2. POSITION AND DUTIES:

2.1. The Employer agrees to hire the Employee as an **Associate** and the Employee agrees to be employed subject to the terms and conditions stipulated in this Agreement.

2.2. It shall be the duty of the Employee to carry out all the legitimate and lawful tasks and obligations assigned by the Employer. Such duties may include but are not limited to duties performed by one in such a position, employed by a business or organization like that of the Employer. The Employee hereby agrees and undertakes to perform these various duties and responsibilities to the best of his skills and abilities.

2.3. The Employee shall abide to the roles and responsibilities as stipulated in **Annexure 1** of this Agreement.

2.4. The Employee is duty bound to work to accomplish individual targets as set by the Company and mentioned in the Employee manual and that failure to do so will amount to reconsideration of further employment and that such a decision shall be taken by the Company.

2.5. The Employee will perform his duties in a careful and prudent manner, always conducting himself in the most diligent way possible so as to maintain and improve the reputation and interests of the Employer.

2.6. The Employee agrees to adhere to the Company's policies, rules, and practices. These may include but are not limited to, such issues as work schedules, sick leaves, leaves of absence and vacation time. Furthermore, it is acknowledged that these policies may be modified from time to time by the Employer's Business needs. In such an event, reasonable notice will be given to the Employee in compliance with this Agreement.

3. EMPLOYEE COMPENSATION:

3.1. In consideration of the Employee's duties as outlined in this Agreement, the Employer will pay the Employee an amount equivalent to the sum of **INR 45,000 per month** ("**Compensation**"). This Compensation will be payable on the last day of each month while this Agreement is in force. The Employee recognizes that the Employer may be required by the laws of India to deduct any applicable fees or remittances from the Employee's Compensation. This Compensation component includes the taxes to be paid by the Employee by way of income tax and the Employee shall be making necessary arrangements for the same.

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The salary details and terms of the Employee have been provided in the **Annexure 2**.

3.2. The Employee accepts that the Compensation as set forth in this Agreement will be the sole monetary Compensation provided by the Employer as Compensation for services, duties and obligations performed by the Employee as outlined in this Agreement.

3.3. The Employee understands and accepts that any additional Compensation through bonus payments or otherwise, is entirely at the Employer's discretion. The Employee will not hold any right to additional Compensation by reason of the Employee's employment pursuant to this Agreement.

3.4. The Parties agree that the Employee will be permitted a reasonable degree of flexibility with respect to the work hours.

4. CONDUCT:

4.1. During the term of this Agreement whereby the Employee is under the services of the Employer, the Employee is not permitted to carry on any business or profession or enter, for any part of his time in any capacity, the services of, or be employed by or engaged with any firm, company, or person. The Employee shall devote his entire time and attention towards the performance of his duties in the furtherance of this Agreement to promote the interest of the Employer. He shall also not divulge details such as his Compensation structure (CTC), performance rating, performance bonus amount, increment etc. to any firm, company or person. He shall also not divulge any of the Company's Confidential Information or other related information (which he may possess because of his association with the Employer) with any external agencies, press, etc. Any act in the breach of this term would entail initiation of appropriate action as deemed fit by the Employer. Any instances of violation or any attempted violation of the aforesaid will result in the termination of this Agreement.

4.2. During his employment, the Employee cannot be a member of any anti-social/ anti-national outfits which is declared illegal by the current law of the country.

4.3. As soon as the Employee joins the Company, he shall be required to notify immediately, the details of civil or criminal case/s instituted against him in any Court of Law or any complaint, show cause notice, details of prosecution, or any inquiry with/by any police station or by any statutory authority along with the outcome such as filing of a chargesheet, arrest, conviction, acquittal or discharge. The Employer expects a peaceful resolution of issues relating to employment, if any, within the framework internally, at all times during the course of operation of this Agreement and even after the cessation of service due to any reason whatsoever, any attempt to influence from outside to further his own personal and individual interests in respect

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of matters pertaining to Employee's duties, responsibilities and obligations with the Company would amount to breach of employment.

4.4. During his employment, the Employee shall not be a part of any agitation or demonstration against the Company and its official/s either directly or indirectly.

4.5. The Employee, during his Employment, if required, can engage with the government (centre or state) or any of its officials for the completion of projects in the manner prescribed by law. Employee shall inform the Employer about any such engagements by providing written notice to the Employer, detailing the nature and extent of the engagement. This notice must be submitted to the Employer prior to initiating any such interaction, ensuring full transparency and compliance with company policies.

5. TERMINATION OF EMPLOYMENT

5.1. **Termination by either Party:** Either Party may terminate this Agreement, upon written notice to the other Party. The termination would be effective after ninety (90) days from the date of the receipt (by the other Party) of such notice. Alternatively, the Company may terminate the Employee's employment with immediate effect, upon payment of ninety days gross salary in lieu of such notice period. In case the Employee has given a notice to terminate this Agreement, the Company may, at its sole discretion, permit the Employee to leave service during the notice period without any salary in lieu of notice or salary for the balance notice period. In relation to this clause, "**Termination Date**" means the date on which such notice period expires or the date on which the Employee is asked to discontinue service, whichever is earlier.

5.2. **Termination during Probation Period:** In case the Employee wishes to terminate this Agreement during the Probation Period, the Employee shall give sixty (60) days' written notice to the Company. The Employer in its sole discretion, can decide to waive-off or reduce such period of the notice depending upon the situation. In any such case, the Employer shall be required to pay the Employee the gross salary for such period of the notice that is reduced or waived-off. In relation to this Clause, "**Termination Date**" means the date on which period of notice expires, or the date on which the Company relieves the Employee upon receipt of the notice from him, as the case may be.

6. CONFIDENTIALITY

6.1. For the purposes of this agreement, "**Confidential Information**" includes any and all information, whether written, oral, electronic, or in any other form, disclosed to the Employee or otherwise acquired by the Employee in the course of their employment under this Agreement, including but not limited to all tangible and intangible information, whether in written, graphic, machine or any other visually perceptible form and any such information disclosed, and including without limitation

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information acquired by in relation to the business plans, strategies, operations manuals, processes, documents including but not limited to proposals, prototypes, samples, technical data, trade secrets, actual and anticipated research, developments or products, product plans, software, source codes, inventions, processes, discoveries, formulas, architectures, concepts, ideas, designs, drawings, personnel, customers, markets, marketing plans, distribution methods, financial information, sales or programming matter, compositions, drawings, diagrams, computer programs, studies, work in process, visual demonstrations, manufacturing plans, information of clients and other third parties, and includes data, whether oral, written, graphic, or electronic form.

6.2. Employee hereby agrees that it shall use the Confidential Information received or procured solely for the purpose of this Agreement and that it shall not:

a) at any time during or after the expiry or termination of this Agreement, the Receiving Party shall not whether directly or indirectly;

i. Disclose Confidential Information to any third party except with the prior written consent of the Employer.
ii. Disclose Confidential Information to any person with a bona fide and legitimate interest in such information who enters into a confidentiality agreement.
iii. Make copies or other reproductions of the Confidential Information.
iv. Use Confidential Information for any personal clients or personal gains.

Notwithstanding the above, the Employee may disclose the Confidential Information to government agencies authorized to request such information, in accordance with the law, with prior intimation to the Employer. For this purpose, the Employee shall not furnish more than the portion of the Confidential Information which is minimally and legally required.

b) The Employee shall not modify, reverse-engineer, decompile, create other works from, or disassemble any software contained in the Confidential Information without the prior written consent of the Employer.

c) The Employee shall not use any Confidential Information to unfairly compete or obtain an unfair advantage.

6.3. The obligations set forth shall not apply to any information that:

a) Is or becomes publicly available through no fault of the Employee.
b) Was rightfully in the Employee's possession prior to disclosure by the Employer without any obligation of confidentiality.
c) Is independently developed by the Employee without reference to or use of the Employer's Confidential Information.

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d) Is rightfully obtained by the Employee from a third party without any obligation of confidentiality.

6.4. The Employee agrees to return to the Employer and delete all documents and other tangible objects containing or representing the Confidential Information, including all originals, copies, reprints, and translations thereof, within **ten (10) days** upon the Employer's request at any time during the term of this Agreement and upon termination or expiration of this Agreement. This includes, but is not limited to, all computer programs, documentation, notes, plans, drawings, reports, presentations, memorandums, and other similar work made by the Employee in connection with or relating to the Confidential Information. With respect to Confidential Information stored in electronic form, the Employee shall delete all such Confidential Information from their systems and shall confirm in writing that all Confidential Information has been deleted.

6.5. The Employee acknowledges that any breach or threatened breach of this confidentiality clause may result in irreparable harm to the Employer for which damages may not be an adequate remedy. Accordingly, the Employee agrees that the Employer shall be entitled to seek injunctive relief, specific performance, and other equitable remedies, in addition to any other rights and remedies available at law or in equity.

6.6. The provisions of the Confidentiality clause shall survive the termination of the Employee's employment and expiration of the Agreement and shall remain in full force and effect after the termination and expiration of this Agreement.

7. INDEMNIFICATION

7.1. The Employee shall indemnify the Company and keep the Company indemnified against any loss or claim / damages that any other persons whomsoever may make against the Company in respect of any act of omission or commission which the Employee have done which is contrary to or in breach of the terms of this agreement and / or any instruction that may be given to the Company.

7.2. The Company shall not be liable to indemnify or be liable or responsible for any loss or damages which the Retainer may suffer by reasons of the retainer having acted contrary to or in breach of the terms of this agreement and / or any instructions that may be given by the Company. The retainer shall indemnify and keep the Company indemnified against any loss or damages that any person whatsoever may make against the Company or even that which the Company may suffer by reason of misuse of authority given hereunder.

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8. JOINING COMPETITOR:

In the event of termination/ of this Agreement either by the Employer or upon his resignation, the Employee shall not provide his services in any capacity to any individual, Firm, Company or any such organization for a period of six months from the date of resignation or termination of this Agreement. During the course of employment with the Company or in the event of cessation of his employment in future, due to any reason whatsoever, Employee shall, for a period of **six months** from the date of such cessation, directly or indirectly, either on his own accord or on behalf of or in conjunction with any other person/s, firm or Company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associates to leave their current employment with the Company/Group Companies/Business Partners to join the services of your new Employer/Firm/Company or any other competitor of the Company/Group Companies/Business Partners. Any act in contravention of the above provision shall entail the initiation of appropriate action as deemed fit by the Company.

9. NON-SOLICITATION AND NON-COMPETITION

The Employee hereby agrees and undertakes that during the term of the employment with the Company and for a period of twelve (12) months following the Termination Date, the Employee shall not, directly or indirectly, either as an individual on his own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function):

a. Solicit or attempt to solicit the employment of or advise any of the Company's existing employees or any person who was employed by the Company within six months prior to such solicitation or any person or organization providing services to or through Company to terminate his or her contract or relationship with Company or to accept any contract (directly or indirectly) or other arrangement for providing services to any other person or organization; or

b. Contact any of the existing or prospective clients (i.e. any person or organization with whom the Company is in advanced stages of exploring a professional or business relationship) of the Company to entice such clients away from the Company or to damage in any way their business relationship with the Company or for the provision of substantially the same services provided to such clients by the Company; or

c. Solicit or attempt to solicit or undertake employment with any client or supplier (for example including but not limited to hotel, air and car rental partners) of the Company or any organization where the employee has been taken or sent for training, deputation or secondment or professional work by the Company; or

d. Engage in, provide services to, or be employed by a business which competes with the Business, if (i) the Employee has knowledge or information about the Business by virtue

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of his employment by the Company; and (ii) the information or knowledge would be of value to such competitor.

10. GOVERNING LAW, JURISDICTION AND DISPUTE RESOLUTION

10.1. This Agreement shall be governed by and construed in accordance with the **Laws of India.**

10.2. In the event of any dispute, difference or controversy ("**Dispute**") arising between the Parties in respect of the formation, validity, performance, interpretation, implementation or application of this Agreement, the Parties will first attempt to resolve the Dispute through negotiations for 30 (thirty) days from the date of the Dispute, failing which the matter shall be referred to arbitration under the Arbitration and Conciliation Act, 1996 to the sole arbitrator appointed jointly by the Parties in Dispute. The language to be used in the arbitration proceedings shall be English. The Parties agree that the arbitration award shall be final and binding on the Parties. The place of arbitration proceedings shall be New Delhi, India.

10.3. Both Parties agree that the Courts of New Delhi shall have exclusive jurisdiction in all matters arising in respect of this Agreement.

11. MISCELLANEOUS:

11.1. Notices: All notices, requests and other communications hereunder must be in writing and will be deemed to have been duly given only if delivered personally or mailed (first class postage prepaid) or by electronic mail to the Parties at the following addresses or facsimile numbers:

If to the Company:
Attention: Pooja Maurya
Email: Poojamaurya@enira.co.in

If to the Employee:
Attention: Nipun Vaid Mehta
Address: Flat No. 288 Sector 13, Pocket B Metro View App., Dwarka, South West Delhi, Delhi - 110075
Email: nipunvaidmehta@gmail.com

11.2. **Amendments:** No change, modification, or termination of any of the terms, provisions, or conditions of this Agreement shall be effective unless made in writing and signed by the Parties.

11.3. **Assignment:** The Employee acknowledges and agrees that the Company may assign any of its rights under this Agreement to any person or entity. This Agreement is not assignable by the Employee.

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11.4. **Severability:** If any paragraph, sub-paragraph, or provision of this Agreement, or the application of such paragraph, sub-paragraph, or provision, is held invalid by a court of competent jurisdiction, the remainder of this Agreement, and the application of such paragraph, sub-paragraph, or provision to Persons, or circumstances other than those with respect to which it is held invalid shall not be affected.

11.5. **Further Assurance:** The Employee shall, at any time and from time to time, promptly and duly execute and deliver all such further instruments and documents and do or procure to be done all such acts or things, as may be reasonably necessary for the purpose of this Agreement

11.6. **Entire Agreement:** The terms of this Agreement are the entire agreement and understanding with respect to the subject matter hereof and supersedes all prior discussions or representations between the Company and the Employee including, but not limited to, any representations made during the Employee's interview(s) or relocation negotiations, whether written or oral. This Agreement shall constitute the complete and exclusive statement of its terms and no extrinsic evidence whatsoever may be introduced in any judicial, administrative, or other legal proceeding involving this Agreement. Any subsequent change or changes in the Employee's duties, salary or compensation will not affect the validity or scope of this Agreements.

IN WITNESS THEREOF, the Parties hereto have duly executed this Agreement as of the date first above written.

FOR: COMPANY	**FOR: EMPLOYEE**
Enira Consulting Pvt. Ltd.	
NAME: Dr Sabine Kapasi **DESIGNATION:** Managing Director	**NAME: Nipun Vaid Mehta**
DATE: 10th July 2024	**DATE: 10th July 2024**

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ANNEXURE 1

Job Description

Position Overview:

The Strategy and Advisory team at Enira is seeking a highly motivated and analytical Associate to join their dynamic group. The Associate will work closely with the delivery team, contributing to various projects across the healthcare sector. This role requires a strong analytical mindset and the ability to collaborate effectively within a team environment. The ideal candidate will have a keen interest in the healthcare industry and be dedicated to driving impactful solutions.

Key Responsibilities:

I. Support the team in managing client engagements from various healthcare backgrounds, including but not limited to digital health, healthtech, and insuretech.
II. Conduct comprehensive research and analysis on industry trends, market dynamics, and competitive landscapes.
III. Assist in developing innovative strategies and positioning for clients
IV. Prepare and deliver high-quality presentations, reports, and recommendations to clients.
V. Collaborate with cross-functional teams to ensure the successful execution of projects.
VI. Participate in client meetings, workshops, and brainstorming sessions.
VII. Monitor and evaluate the performance of implemented strategies and provide actionable insights.

ANNEXURE 2

Salary Structure

CTC per annum (In Rupees) ***TDS may be deducted as applicable***	INR 540,000

We welcome you to Enira Consulting Pvt Ltd and wish you a long and successful career with us.

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HEALTH INSURANCE

16-Apr-24

Nishi Sharma
Vaishno Parisar Phase-2, Bagsevaniya, Huzur, Bhopal, Madhya Pradesh

Dear Nishi,

Letter of Appointment

With reference to our recent discussions regarding your possible employment with **Care Health Insurance Limited**, hereafter referred to as the Company, we are pleased to offer you the position of **Manager - Medical Claims** on the following terms and conditions defined herein:

1. Date of Joining: Your appointment will be effective from **18-Apr-24** or any other date mutually agreed upon in writing.

2. **Place of work:** Your place of work is **Gurgaon-Vipul Tech** . Your place of work may be changed to any other location within India / any group Company, as directed by the Company from time to time. In addition, in performance of your duties for the company, you may be required to travel within and/or outside.

3. Reporting: You will report to **Corporate Manager - Medical Claims** or any other designate person as specified by the Company from time to time.

4. **Remuneration:** Your annual compensation package on a Total Fixed Cost (TFC) basis is **Rs. 350000 (Rupees Three Lakh(s) Fifty Thousand Only).** This amount will include basic salary, taxable and non-taxable allowances & benefits, and other payments, payable as per the designate acts. Annexure 1 provides your compensation break-up, as per the applicable Compensation Structure.

5. **Medical**: You may be required to undergo medical examination by a Company appointed medical practitioner as and when directed by the Company and to comply with rules and instructions in the matter. Your services may be terminated without notice if the Company considers you unsuitable for retention in service on medical grounds.

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6. **Group Insurance**: You will be covered under the Group Personal Accident Insurance, Group Life Insurance and Hospitalization Insurance/ Employee's State Insurance Corporation (as applicable) in accordance with company's policy.

7. Hours of Work: Your hours of work will be in line with the needs of your role/function, in accordance with the company policy and provisions of applicable laws

8. Probation: You will work on probation for a period of six months from the date of joining. This may be extended at the discretion of the Company and you will continue to be on probation till a confirmation letter has been issued to you in writing. During your probation or thereafter, you shall undertake such studies /vocational courses as may be required by Company / your superiors. You may also be required to take such examinations / obtain such certifications as the Company / your superiors may require from time to time, and your confirmation / promotions/ salary enhancements etc. may be linked to your having successfully cleared the required examinations / certifications &/or successfully undergone required studies.

9. Age of Retirement: Your age of retirement will be 58 years and you shall stand relieved on retirement at the end of the month in which you attain the age of 58 years. However, at the sole discretion of the company retirement date can be extended on case to case to basis.

10. Whole Time and Attention: During your employment with the Company you shall devote your best efforts for promoting the Company's (and of any other relevant Group Company, affiliate and/ or business associate of the Company) business and may not without prior written consent of the Company(and subject to any terms and conditions the Company may impose) engage or be interested (directly or indirectly) in any other business or employment.

11.Leave: In addition to public holidays observed by the Company, you shall be entitled to a paid annual leave for each calendar year in accordance with the existing leave policy, prorated from your date of joining. The Company is covered by the Maternity Benefit Act, 1961 and the eligible employees will be entitled to the benefits like maternity leave as per the amended provisions of the Maternity Benefit Act save and except those who are covered by ESI Act since they will be entitled to the benefits as per the applicable said Act.

12.Confidentiality: You shall not during the course or even after cessation of your employment with the Company or any time thereafter, use or disclose to any other Company, firm or person, any of the business or affairs of the Company, nor shall you without the consent of the Company, publish any book, booklet, brochure or any other publication, whether for remuneration or otherwise, relating to the affairs of the Company or to your work in the Company. You shall also not disclose to any public papers, journals, pamphlets or leaflets, or cause to be disclosed at any time, information or documents, official or otherwise relating to the Company or its subsidiaries, except with prior approval. Any breach of this clause would be viewed with severity by the Management and a strict action shall be taken by the Company.. You may also be also required to execute and sign a separate Maintenance or Non-Disclosure Agreement.

13.Disclosure: You (including on behalf of your family) shall disclose to the Company all your business interests and any material transaction(s) with the Company (and with any other relevant Group Company, affiliate and/ or any subsidiary of the Company), whether or not they are similar to or in conflict with the business(es) or activities of the Company (and with any other relevant Group

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Company, affiliate and/ or any subsidiary of the Company), and all circumstances in respect thereof and whether there is, or might be, a conflict of interest between the Company (and with any other relevant Group Company, affiliate and/ or any subsidiary of the Company) and you (and/or your family) during the period of your employment with the Company and for a period of 12 months after cessation of your employment.

14.Company Policies: You will be governed by the Company's policies, as applicable at your grade. The Company reserves the right to amend the policies from time to time. You are advised to keep yourself updated on these policies which are available online.

15.Return of Company Property: You shall promptly upon request by the Company and in any event upon the termination of your employment deliver to the Company all monies, securities, other properties belonging to the company, all lists of clients or customers, correspondence and all other documents, papers and records in whatever form including but not limited to electronically held data containing or referring to any trade secrets or confidential information concerning the business of the Company and any Group Company which may have been prepared by you or come into your possession, custody or control in the course of your employment including any prior employment with any Group Company. You shall not keep any copies of these items.

16.Monitoring Policy: As per Company Policy, telephone conversations of employees may be recorded and monitored for the purpose of creating record of transactions, and for compliance purposes. Any recordings will be stored securely, and will not be disclosed outside the group companies, except as required by law.

Further please note that the emails sent to you and by you may be monitored, from time to time, for the purposes of identifying any non-compliance with company policies, or applicable laws.

Any data of customers, partners, employee or company contact data is strictly prohibited for circulation to anyone outside the Company and also you should restrain the circulation of data even for internal purpose except to the concerned employees of the Company.

If such monitoring discloses any breaches of any law or company policies disciplinary action may follow, including termination from the employment.

During Employment or cessation of your employment you cannot share any such data of the company pertaining to its customers, partners, employees, sensitive information

17.Intellectual Property: Subject to any relevant legislation, if at any time in the course of your employment you make or discover or participate in the making or discovery of any letters patent, trade marks, service marks, designs, copyrights, inventions, drawings, computer programs, know-how and rights of like nature however arising and whether registered or unregistered ("intellectual property") relating to or capable of being used in the Company (and of any other relevant Group Company, affiliate and/ or business associate of the Company) you shall immediately disclose full details thereof to the Company and, at the request and expense of the Company, you shall do all things which may be necessary or desirable for obtaining appropriate forms of protection for such intellectual property in such parts of the world as may be specified by the Company and for vesting all rights in the same in the Company or its nominee.

All rights and obligations under this paragraph in respect of intellectual property made or discovered

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by you during your employment shall continue in full force and effect after the termination of your employment and shall be binding upon your personal representatives
The employee shall not disclose to anyone, directly or indirectly, except when the duties may require, during or subsequent to the term of employment, any trade secret or confidential information regarding Company's business. Trade Secrets and Confidential information for this purpose shall include, but not limited to, product information, process information, customer lists, employee details, company policies and procedures and financial information (including results, budgets and other financial plans and systems).

18. **Notice Period:** In case either the employer or the employee wishes to terminate the employment contract, a notice of 90 days should be served in writing by the party who wishes to terminate the contract to the other party. The Company depending on the business context and its sole discretion may allow you to pay the equivalent of the Total Fixed Cost (TFC) *(excluding gratuity and GMC if applicable)* amount in lieu of any period and / or adjust notice period against your leave balance subject to satisfactory handing over of the charges to your superior.

Notice period during probation would be 30 days or equivalent of the TFC (*excluding gratuity)* in lieu of notice.

19. **Termination:** 1. If any time during the course of your employment it is found that you have made a false or an incomplete declaration as regards to your qualifications/ experience and other details, your appointment will be treated void *ab initio* and you shall cease to be on the rolls of the company with immediate effect. In that case you shall not be entitled to any notice period or payment in lieu thereof.

2. If any time during the course of your employment it is found that you have:

a. committed any act of gross misconduct; or

b. committed any serious breach or repeated or continued a material breach of the terms of your employment; or

c. been guilty of conduct tending to bring yourself or the company into disrepute; or

d. been convicted of a criminal offence, other than a road traffic offence for which you are not sentenced to a term of imprisonment whether immediate or suspended; or

e. become bankrupt or made any arrangement or composition with or for the benefit of your creditors; or
f. cease to hold the qualifications necessary for you to carry out your work with the company; or

g. been found in an act of moral turpitude or having indulged in violations laws as applicable in general to the Company; or

h. been absent for a continuous period of 14 days (including absence when leave though applied for, is not granted or when you overstay period of sanctioned leave by 14 days); or

i. provided false, inaccurate or incomplete information to the company regarding your background and/or previous employment.

j. been found inefficient or lower performer as compared to other employees of your category.

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In all such aforementioned cases you shall not be entitled to any notice period or payment in lieu thereof.

20. **Performance Monitoring** :You are required to deliver performance up to the expected levels as per the targets entrusted to you by reporting officer from time to time. In case your performance is not found to be satisfactory, you will be put under an appropriate Performance Improvement Plan. In case your performance does not improve even after you are put on such plan, the Company will review the matter of continuance of your employment and take appropriate action, including but not limited to termination.

21. **Non Solicitation:** You shall not at any time during the term of your employment with the Company or thereafter for a period of six months after cessation of your employment, directly or indirectly solicit the Company's (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) personnel to leave the employment of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) or apply for employment with any third party or encourage such personnel of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) to take any action or inaction that may adversely impact the performance or reputation of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) of its obligations under this Letter of Appointment and / or any other contract or adversely impact the ability of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) to carry out its normal business activities.

22. **Others:** 1. It will be obligatory on your part to ensure compliance to the applicable statutes, regulations and requirements laid down by the Company, JV partners various regulatory and statutory bodies .

2. In the event of you being found acting in breach of your terms of appointment or indulged in an act of misconduct or an act that has brought disrepute to the organization, you shall render yourself liable for a disciplinary action as per the rules as applicable .

3. Clause headings do not form part or affect the interpretation of this letter of appointment.

23. **Joining Formalities:** As part of the joining formalities, you are requested to bring the following documents with you on the day of joining:

1. 3 Passport size photographs on red background (for branch offices red is not mandatory).

2. Copies of all years mark sheets of the highest qualification/Degree certificate

3. Copy of previous employer Salary Slip

4. Copy of Relieving Letter / Endorsed Resignation letter.

5. Copy of Address proof (any one) :-Ration Card/ Utility Bills/ Driving License/ Passport/ Affidavit

6. Copy of PAN Card

7. Copy of AADHAR Card

We take this opportunity to congratulate you on your selection and look forward to a long and

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mutually beneficial professional association.

For **Care Health Insurance Limited**
(formerly known as Religare Health Insurance Company Limited)

Rashi Ramani

Head - Human Resources

Accepted and agreed by **Nishi Sharma**

Annexure: 1

	Per Annum	**Per Month**
BASIC	180000	15000
ALLOWANCES		
House Rent Allowance	90000	7500
Education Allowance	24408	2034
MONTHLY GROSS *		**25695**
BENEFITS:CONTRIBUTION BY ORGANISATION		
Statutory Bonus	13932	1161
Provident Fund	21600	1800
Gratuity	8664	722
GMC	11400	950
TOTAL FIXED COST(TFC)	350004	

0

*** The following amount will be deducted from your monthly gross as your contribution towards statutory benefits**
PF - 1800

**** Leave Travel Allowance or Medical Allowance (if applicable) will be paid as monthly components**
***** Gratuity(if applicable) - As per Gratuity Act, payable only after completion of 5 continuous years of service in organization.**

- **Participation in Incentive/Bonus Schemes** You are eligible to participate in the

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Company's Annual Incentive/Bonus Plan subject to the terms and conditions of such Plan and any amendments as may be made from time to time.

- **Deductions** The Company may during your employment, or on termination for whatever reason, deduct from your remuneration any monies due from you to the Company including but not limited to:
    - Any overpayment of salary or expenses or payment made to you by mistake or misrepresentation; and/or
    - Any outstanding loans or advances made to you by the Company; and/or
    - Amounts equal in sum to the amount of any secret/illegitimate profits that you make from the Company's business/interests; and/or
    - Any debt owed by you to the Company; and/or
    - Any other deductions permitted under applicable law including Tax.

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Anita Thapa

From: *Anita Thapa*
Sent: *23 May 2024 11:56*
To: *Anita Thapa*
Subject: *FW: Selected Candidates Status - Invitation for Campus Engagement- IIHMR University, Jaipur*

From: Rahul Khandelwal <rahul.khandelwal@fortishealthcare.com>
Sent: Monday, November 20, 2023 5:50 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Ravi Ranjan Kumar Ravi <ravi.ranjan@fortishealthcare.com>
Subject: Selected Candidates Status - Invitation for Campus Engagement- IIHMR University, Jaipur

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Vinod,

Please find the below final selected candidates , their offer letters will be shared soon –

		During Dissertation		Post Submission of Degree	
Name of an Employee	**Unit Name**	**Designation**	**Stipend P.M.**	**Designation**	**CTC (PA)**
Dr. Hitendra Baro	FMRI	Management Trainee	30,000	Assistant Manager	480,000
Dr. Rajat Dewan	FMRI	Management Trainee	30,000	Assistant Medical Superintendent	1,200,000
Dr. Nitika Yadav	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Ms. Isha Singh	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Dr. Rishabh Yadav	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Medical Superintendent	1,200,000
Ms. Ruby Gautam	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Dr. Shivani Salar	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000

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Ms. Shalini Nandi	Fortis Hospital Manesar	Manageme Trainee	30,000	Assistan Manager	480,000

CTC includes all retirals and benefits. Tax applicability will be there as per the laws.

Please confirm their tentative joining for Offer letter generation.

Regards,
Rahul Khandelwal

From: Rahul Khandelwal
Sent: Tuesday, November 7, 2023 10:18 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Subject: RE: Invitation for Campus Engagement- IIHMR University, Jaipur

Dear Vinod,

Please find the attached Group Composition for GD round.

Regards,
Rahul Khandelwal

From: Rahul Khandelwal
Sent: Saturday, November 4, 2023 12:36 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Subject: RE: Invitation for Campus Engagement- IIHMR University, Jaipur

Dear Vinod,

I am writing to confirm our visit to the campus on November 8, 2023.

Three representatives will be visiting, and we plan to check in at the hotel on the evening of the 7th and check out on the evening of the 8th.

Best regards,
Rahul Khandelwal

From: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Sent: Friday, November 3, 2023 2:35 PM
To: Rahul Khandelwal <rahul.khandelwal@fortishealthcare.com>

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Jaipur 302

1559

Orbees Business Solutions Pvt. Ltd.
Q1, B1, B2, B3, 6th Floor, Cyber Towers, Hitec City, Madhapur, Hyderabad – 500 081. CIN: U72200TG2006PTC049670
Tel: +91 - 040 - 2311 4722, Fax: +91 - 040 - 2311 4723. info@orbees.com | www.orbees.com | www.orbeesmedical.com

13th March 2024
Hyderabad

To

Ms. Sushmalatha P.R
House No: 12/170, Plakkal House,
Maruvappadam Post Kannadi,
Palakkad , Kerala - 678 701.

Dear **Sushmalatha**

This has reference to our offer letter dated 30th October 2023. We are pleased to offer you six months paid internship with the full-time employment in our Organization with the following terms and conditions:

1. **Designation:** You will be designated as **Senior Analyst** from the day of full-time employment.

2. **Compensation:** Your gross annual compensation will be Rs. 8,00,000/- per annum (rupees eight lakh only).

3. **Group Mediclaim Insurance:** In addition to the annual compensation, you and your family (spouse and 2 children below the age of 21 years) will be covered under a Group Mediclaim Insurance policy for an amount of two lacs during your service with the Company. The policy will come into force within three business days from your date of joining.

4. **Place of Posting & Reporting:** Your initial posting will be at our Head office in Hyderabad. You will be reporting to the concerned project manager depending on the project you are part of.

   You are required to work on Orbees' projects at its facilities or at its clients' sites depending on the project requirements and the exigencies of project.

5. **Duties and Responsibilities:** You are expected to work with a high standard of ethics, professional integrity, initiative, efficiency and economy. You will need to enhance your skills, knowledge during the course of your employment depending on the project needs.

6. **Conflict of Interest:** During your service with the Company, you shall not hold any office of profit or shall not undertake any employment, consulting or business for profit or with any "for profit" organization directly or indirectly without the express written permission of Orbees' management.

7. **Confidentiality and service agreement:** You are required to sign a separate confidentiality and service agreement along with this Appointment Letter.

8. **Leaves and Holiday:**
   - **a)** You will be entitled to 16 leaves per calendar year and only 8 leaves will be carry forward to the next financial year.
   - **b)** 10 Holidays will be given as decided by the management.
   - **c)** You are required to take prior permission from your immediate supervisor for leave.
   - **d)** You are required to provide medical certificate for 3 or more days of continuous leave without prior permission.

Employer

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Employee

Orbees

9. **Working Hours:** The office timings starts typically from 9:00 AM during normal working days with 9 hour working period excluding lunch and break time which may change depending on the demand/requirement/circumstances/ exigencies of the projects. Orbees encourages flexible working hours so that the employees can be more productive. However, the working hours can be adjusted depending on the project needs at the discretion of the project manager and the employee is expected to adhere to it.

10. **Retirement:** You will retire in the normal course from the services of the Company on attaining the age of superannuation, that is on the day following your 60th birthday.

11. **Background Checks:** Your appointment is subject to necessary reference checks of your experience and education as mentioned by you in your resume or Job Application.

    You will be terminated from the services of the organization if any particulars furnished by you are found to be false or unsatisfactory during the background check which can be done anytime during your employment period.

12. **Taxes:** Orbees will withhold income tax and other statutory deductions as per the rules and regulations of the Income Tax Act and other Acts.

13. **Probation / Confirmation:** You will be on probation for a period of six (6) months from the date of joining, which may be extended based on your performance and organizational needs. During probation period, your services may be terminated by the company without any notice and without assigning any reason whatsoever. You will be deemed confirmed only if you have been intimated in writing.

14. **Employment tenure:** Orbees highly prefers to have long-term relationship with all its employees and strives to establish it.

    Due to the work nature at Orbees, and for employees to be successful in contributing well to the projects, there will be an initial ramp-up time. It takes a certain amount of time for you to develop into a well-rounded employee. Orbees will invest into your growth and improvement by providing training initially and/or during the employment, including on-the-job training. Moreover, due to the nature of relationships we build with our customers and the types of our engagements, our customers prefer to deal with Orbees' project personnel that are seasoned and can deliver with highest quality and professional standards, which comes with a longer employment relationship.

    The training that will be provided by Orbees which could be on-duty /off-duty/on-site/off-site, as may be required from time to time or continuous, will improve the professional standing of the employee and it will be imparted by Orbees at considerable expenditure/investment. Hence all employees are required to work for a minimum period of two years from the date of full-time employment which will be after the completion of six month internship period to recover the expenditure.

    The two-year minimum commitment has been also discussed with you during the interview process. By signing this letter, Confidentiality and Service Agreement, you are acknowledging that you are clear on the two-year unwavering commitment to Orbees and you are committing to serve Orbees for a minimum mandatory period of two years after the completion of internship period.

15. **Separation:** You are required to give three-month notice period. Notice can be given only after completion of the mandatory minimum 2 year tenure. The Company may at its discretion relieve you from such date as it may deem fit even before the expiry of the notice period without any compensation for the unexpired period. However, your relieving will be subject to completion of your work at hand and transferred to the concerned person(s) to the satisfaction of the management.

Employer

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Near Sanganer Airport, Jaipur-302029

Employee

Orbees

You are required to continue working with full commitment during your notice period. You are obligated to return all Orbees or client property either in physical or electronic form, on the last day of your association with Orbees.

If your performance is not to the satisfaction of the Company or for any unethical behavior at any point during your association with Orbees, then the Company reserves its right to terminate your services as per the Company policy.

That in the event of you committing breach of any of the terms of this agreement, Orbees shall seek legal ramifications for the damages it believes it incurred.

16. **Severability:** Each paragraph and provision of this Agreement is severable from the agreement/contract and if one provision or part thereof is declared invalid, the remaining provisions shall nevertheless remain in full force and effect.

17. **Joining Date:** You are required to join as an intern on **18th March 2024** and are requested to intimate 2 days in advance to the HR Department. Your date of full-time employment will be after the completion of six months internship period.

18. **Documents to be submitted:** You are required to submit the following documents. Please initialize all the photocopies.
    a) **Education:** Original and photo copy of all your educational certificates & mark sheets from your 10th standard to highest educational qualification. *(originals will be returned after verification)*
    b) **Resume:** Signed hard copy of your resume.
    c) **Salary Proof:** Salary certificate / latest 2 months pay slip with bank Statement, if you are experienced
    d) **Experience and Relieving Letter:** If you are a experienced professional, please submit your Appointment Letter, Experience Letter and Relieving Letter from your former employer.
    e) **Photograph:** Three latest passport size colour photographs.
    f) **Passport:** Photo copy of your passport with visas and rejections if any.
    g) **PAN Card:** Self-attested photo copy of your PAN card.
    h) **Form 16/16A:** Form 16/16A issued by your recent employer, if any income tax has been deducted from your salary.

We take great pleasure in welcoming you to Orbees and sincerely hope that your employment with us will be long, pleasant and rewarding. Kindly submit the signed copy of this letter.

For **Orbees Business Solutions Pvt. Ltd**

Rakesh Valluru
Senior Manager - Operations

I hereby declare that the information provided by me is correct to the best of my knowledge. I understand that I am liable for action as deemed fit by the Company during my employment with the Company for any misrepresentation of facts. I have read the above terms and conditions of employment and would hereby confirm strict adherence to the same.

Signature:

Sushmalatha P.R
Date:
Place:

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The IIHMR University
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Near Sanganer Airport, Jaipur-302029

Employer

Employee

Orbees

Salary Break-Up

	Per Annum	Per Month
Gross Annual Compensation	**8,00,000**	**66,667**
Basic	3,20,000	26,667
House Rent Allowance	1,28,000	10,667
Employer Provident Fund	38,400	1,800
Travel & Special Allowance	3,13,600	27,533
Gross Total	**8,00,000**	**66,667**

Take home without income tax	**62,867**

Deductions (p.m.)	
Employee Provident Fund	1,800
Employer Provident Fund	1,800
Professional Tax	200

Total deductions p.m. (excluding Income Tax)	**3,800**

Take Home p.m. (excluding Income Tax)	62,867

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Employer

Employee

1560

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HRD/COV/1007855301/24-25

October 8, 2024

Ms. Payal Kumari Sinha
House No - 28 /166
Hinoo Shukla Colony,
Ranchi- 834002
India
Ph: +91- 8210707419

Dear Payal,

Welcome to Infosys!

At Infosys, our purpose is to amplify human potential and create the next opportunity for people, businesses and communities. Our employees are key to realizing this. It is our continuing ambition to find and retain people who believe in our values and share our desire to build a great company.

It is therefore with great pleasure that we offer you the position of **Associate Consultant** with Infosys Limited (hereinafter referred to as **"Company"** or **"Infosys"**).

Please see enclosed the offer of employment.

The offer of employment shall remain valid for a period of 14 (fourteen) calendar days from the date of the offer of employment unless withdrawn by the Company at any time before your explicit acceptance.

The offer of employment shall be deemed to have been rejected by you, in the event : (i) you fail to communicate your acceptance to the offer within 14 (fourteen) calendar days from the date of the offer of employment where you have not been granted any extension of time by Infosys to communicate your acceptance; or (ii) you notify Infosys in writing that you are rejecting the offer of employment or (iii) you do not join the Company at the Location specified below or any other location that may be informed to you.

Please note that all the employees of Infosys are required to be double vaccinated against Covid-19 unless an exemption exists, for which satisfactory medical evidence will need to be submitted to Infosys at the time of joining.

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

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

Warm regards,

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

INFOSYS LIMITED
SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village,
Singapore Township PO, Ghatkesar Mandal,
Rangareddy District, Hyderabad 500 088, India
T 040 40600000
F 040 666341356

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

Company Confidential - This communication is confidential between you and Infosys Limited

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HRD/1007855301/24-25

October 8, 2024

Ms. Payal Kumari Sinha
House No - 28 /166
Hinoo Shukla Colony,
Ranchi- 834002
India
Ph: +91- 8210707419

Dear Payal,

The details of your offer of employment with the Company, are mentioned below:

1. Role Designation : Associate Consultant

2. Role : Associate Consultant

3. Job Level : 4

4. Joining Date

Your scheduled date of joining the employment is **October 14, 2024** .

5. Location

Your location for employment is **HYDERABAD (SEZ)** , SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village Singapore Township PO, Ghatkesar Mandal Rangareddy District, Hyderabad 500 088, India.

You may be asked to relocate to any of the Company`s units, departments or the offices of the Company`s affiliates* and/or the offices of the Company`s customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant policies of the Company in that work location.

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

**For the purpose of this offer of employment, `Affiliate` means an entity that controls, is controlled by, or is under common control of the Company. `Control` includes the right to appoint majority of the directors or to control the management or policy decisions exercisable by a person or persons acting individually or in concert, directly or indirectly by virtue of their shareholding or management rights or shareholders agreements or voting agreements of in any other manner.*

INFOSYS LIMITED
SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village
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F 91 80 2852 0362
askus@infosys.com
www.infosys.com

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6. Probation and Confirmation

You will be on probation for a period of 6 (six) months from the date of joining the Company. During your probation, you will be continuously assessed for your suitability to continue in service. In evaluating your suitability, your adherence to the Company policies and applicable laws will also be considered. Notwithstanding anything stated herein, and without limiting the rights of the Company, the Company would be entitled to terminate your services immediately without any notice during your probation, for the occurrence of any action/omission, including but not limited to the following:

(a) for failure to submit the documents required by the Company, details of which are enclosed in Annexure - IV;

(b) for failure to pass background checks to the satisfaction of the Company, including inability to prove employment with previous employers (i) by way of submission of statement of bank account which evidences salary payments by the previous employer, or (ii) statement of provident fund account which evidences contribution of provident fund by the previous employer, or (iii) submission of Form 16/Income tax returns filed, as issued under the Income Tax Act, 1961 or any other applicable law;

(c) for failure to perform the duties that you are capable of performing and as required by the Company;

(d) for any action/omission which may render you unsuitable for the role, as determined by the Company; and

(e) for any other reason, as considered appropriate by the Company.

Your probation shall be confirmed only upon a written communication from the Company.

7. Duties

You will perform day to day duties and activities in accordance with the job description for your Role, as well as other duties you are capable of performing, as required by the Company.

Your position, duties and reporting lines may be changed by the Company as required, from time to time, and you will be informed in writing of those changes.

Unless you are informed otherwise, these terms will continue to apply to you, even though your position, duties and reporting lines may change.

8. Leave

You are entitled to earned leave, right from your date of joining. You will be eligible for 15 (Fifteen) working days of leave annually, during probation. On confirmation, you will be eligible for 20 (Twenty) working days of leave annually.

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

The Company`s policies also provide for Maternity, Paternity and Bereavement leave. Further details will be provided to you at the time of joining.

9. Promotion and Progression

The Company is committed to a performance-based culture. Career progression and increments in your salary will depend significantly upon your performance and demonstrated achievement of agreed business outcomes and desired professional behaviour. A formal assessment of your performance will be periodically conducted in line with the Company`s performance appraisal process with which you will be required to become familiar with, and in which you will need to participate.

10. Compensation and Benefits

Salary

Your Fixed Salary including retirals will be **INR 63,751 per month** and Total Gross Salary inclusive of the Performance Bonus and retirals will be **INR 70,834** per month. Your salary is based on the work performed by you and includes an amount to compensate you for any reasonable additional hours worked by you. The break-up of your salary has been provided in the Compensation Details sheet at Annexure - I.

Basket of Allowances (BOA)

The Basket of Allowances is part of your Fixed Salary.

You will have the flexibility of choosing the components of your BOA and the amounts under each of such components that you have chosen, as per the options provided to you on the Company`s intranet.

Performance Bonus

You will be eligible for a Performance Bonus (as per the Company`s Bonus Plan) of **INR 7,083** per month, at a maximum payout of 100%. The Company operates a non-contractual Bonus Plan linked to your performance, Company`s performance and your unit / department`s performance. Any Performance Bonus amount awarded shall be entirely at the discretion of the Company. The Company reserves the right to amend the non-contractual Bonus Plan at any time. The break-up of your salary has been provided in the Compensation Details sheet at Annexure - I.

Guaranteed Performance Bonus

For the first 6 (six) months of your employment with the Company, you will be paid **50%** of your Performance Bonus amount as mentioned in the above clause (Performance Bonus), as a Guaranteed Performance Bonus. The Performance Bonus mentioned in above clause is inclusive of, and not in addition to Guaranteed Performance Bonus.

Ex - Gratia / Bonus

You will be eligible for an ex - gratia/ bonus payout which is calculated at 20% of the basic salary as mentioned in the Compensation Details sheet at Annexure - I of this offer of employment. The mode of payment will be as follows:

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

National Pension Scheme

The Company offers all India based employees the option to contribute towards the national pension scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks.

Insurance

Health Insurance: You will be eligible to participate in a Group Health Insurance Scheme and covered by default under the standard health insurance plan as per the applicable Company Health Insurance Policy. You may also choose to enhance the benefits with other participatory optional health insurance plans.

Life Insurance: You will be covered under the Group Life Insurance Scheme, managed by Infosys Employee Welfare Trust (**"Trust"**). The Trust is established for the benefit and welfare of the employees of the Company and provides assistance to the employees in various forms including but not limited to extension of medical facilities. All employees become members of the Trust, by a one-time payment of **INR 250** and a fixed monthly contribution of **INR 325** which may increase from time to time. You hereby provide consent for such amounts to be deducted from your monthly salary.

The details of the scheme(s) would be available to you when you join the Company.

11. Work Health and Safety

11.1. You agree to comply with all the directions and instructions emanating from the Company regarding health and safety and shall also take all reasonable steps to ensure that you do not undermine your health and safety or the health and safety of any other person during the period of your employment with the Company.

11.2. You hereby acknowledge and agree that you are medically fit, at all times, to discharge the role and duties entrusted to you by the Company. In the event, the Company has any concerns about your fitness to work at any point in time, the Company may require you to consult and/or undergo a medical examination with a registered medical practitioner as nominated by the Company. You hereby agree to provide the Company with a copy of any such medical reports/results and/or authorize the Company to communicate with the concerned medical practitioner regarding your fitness to return to work. In the event, you are declared medically unfit to discharge your role and duties by a registered medical practitioner or you fail to discharge your role and duties on account of your continued ill health/prolonged illness, your employment may be terminated in accordance with the Company procedure.

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11.3. You hereby acknowledge and agree that in the event you contract any infectious or contagious disease, you will immediately report this information to your manager and/or the BP-HR and upon the Company`s direction, you shall not enter the office of the Company or that of the customer, until permitted to return. The Company also reserves the right to refuse entry into the workplace to any individual who is deemed by the Company to be unfit at its sole discretion, in the interest of providing a safe and hygienic environment for all the employees and third parties visiting the workplace. You hereby agree that during such period when you are not working, you will be on earned leave and upon exhaustion of the earned leave, on unpaid leave.

11.4. You may be required to provide the Company with a medical certificate from a registered medical practitioner to verify a leave claim made on account on sickness.

12. Notice Period and Termination of Employment

Prior to the commencement of your employment with the Company, this offer of employment may be terminated by the Company without any notice to you.

During your probationary period and post confirmation of your employment with the Company, you will be required to give 3 (three) months` notice or salary thereof in case you decide to leave the services of the Company, subject to the Company`s discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the 3 (three) months` notice period. Similarly,the Company can terminate your services with immediate effect and on such termination the Company can give you 3 (three) months` notice or salary thereof.

Your services can be terminated without notice or payment in lieu of notice, at any time, for the occurrence of any of the below act(s)/omission(s), including but not limited to the following:

(a) engagement in misconduct;

(b) loss of confidence by the Company;

(c) engagement in any conduct which brings or may bring the Company into disrepute;

(d) convicted of an indictable offence or enter a plea of guilty to a charge brought for an indictable offence;

(e) in any other circumstance, in which the Company has the right to do so in accordance with the applicable law in force, including any significant breach of the terms and conditions of your offer of employment and/or breach of the Company policies.

13. Garden Leave

The Company may place you on paid leave and direct you to comply with all or part of the following in such circumstances including but not limited to, following the notice to terminate your employment by either party:

(a) not to perform any duties for part or all of the notice period or be employed or engaged in the conduct of any activity of the Company;

(b) not to enter the premises of the Company;

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(c) not to contact or have any communication with customers, prospective customers, employees, consultants, prospective investors, suppliers, distributors, shareholders, agents, representatives or other business contacts of the Company; and/or

(d) remain available to be called upon during your ordinary hours of work as specified by the Company.

During such period, the Company may appoint 1 (one) or more persons to replace you in the performance of the duties of your position.

During such period, the Company shall continue to pay you, your salary and provide your contractual benefits, but shall have no obligation to provide you with any work or opportunities to earn/accrue incentives/commission over and above your salary and all duties of your employment (express and implied) will continue, including but not limited to your duties of fidelity, good faith and exclusive service.

14. Termination Obligations

If your employment is terminated, then you must immediately return all confidential information and any other property of or relating to the Company or the customer, subsidiary or associated companies of the Company which you may have, without retaining any copies of the same.

On termination of your employment for any reason:

(a) you must repay all the monies owed to the Company;

(b) the Company will pay all entitlements owed to you; and

(c) the Company can, to the maximum extent permitted by law, withhold and set-off any amount owed by you under sub-clause (a) from or against any amount owed to you under sub-clause (b).

In the event your employment is terminated due to misconduct while on secondment, to an affiliate of the Company, or any third party, then your employment with the Company shall also stand terminated.

You hereby acknowledge and agree that any statutory or other `last in, first out` rule or any modification thereof shall not apply to you in the event of termination of your employment with the Company for any reason.

15. Deductions

During the course of your employment, you authorize and permit the Company to make any deductions, as required, from your salary in accordance with the applicable law and Company policies. The deduction can include but not be limited to: (a) personal calls made through phone provided by the Company; (b) personal expenses incurred on a Company-issued credit card; (c) recovery of any owed amounts to the Company; (d) personal use of Company-provided facilities; (e) recovery of any tax amounts paid by the Company.

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16. Background checks

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

You acknowledge and agree that the aforementioned information and/or documents provided by you to the Company are true, complete and correct and you have not withheld any information from the Company that would affect your ability to successfully carry out your employment with the Company.

If you fail to submit the necessary information and/or documents as required by the Company within the specified time period or if the Company is not satisfied with the outcome of the background checks, or if the Company finds at any time that any information and/or documents given by you are not correct, true or complete in all respects, the Company may at its discretion and to the fullest extent permitted by applicable law, revoke this offer of employment prior to your acceptance, or terminate your employment without notice or payment of compensation.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information and/or documents including but not limited to: (i) statement of bank account which evidences salary payments by previous employer, or (ii) statement of provident fund account which evidences contribution of provident fund by previous employer, or (iii) submission of Form 16/Income Tax Returns issued/filed under the Income Tax Act, 1961 or any other applicable law, or (iv) proof of submission that your Aadhaar number is linked with your Universal Account Number (**"UAN"**) as issued by the Employees` Provident Fund Organisation, India.

Please note that the Company requires you to furnish a copy of your passport at the time of joining.

17. Conflict of Interest

You agree to cease any existing engagement, whether full-time or part-time, as director / partner / member / employee / sole proprietor of any other organization / entity / sole proprietorship engaged in any form of business activity or public or charitable endeavour prior to joining the Company. You agree to ensure that your last working day with such organization/entity, whether full-time or par-time, is at least one working day prior to your start date with the Company.

You agree not to be, whether full-time or part-time, a director / partner / member / employee / sole proprietor of any other organization / entity / sole proprietorship engaged in any form of business activity or public or charitable endeavour, at any time during the course of your employment with the Company, without the written consent of the Company and to avoid situations that may lead to absenteeism, tardiness, conflict of interest or poor job performance. The consent may be given subject to any terms and conditions that the Company may think fit and such consent may be withdrawn at any time at the discretion of the Company.

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18. Other terms and conditions

18.1. You agree that your primary graduate educational degree and where applicable your post-graduate educational degree which are relevant to the role offered to you is secured under a regular full-time program and not through any distance learning and/or part time program. You further agree and acknowledge that all your educational degrees are secured from educational institutions approved by University Grants Commission (UGC)/ All India Council for Technical Education (AICTE)/ Association of Indian Universities or such of its successors. The Company reserves the right to recognize any educational degree or diploma secured from any other educational institution, in its sole and absolute discretion.

18.2. You hereby agree to provide the Company with the information and/or documents, as required, to enable the Company generate a UAN at the time of joining the Company where you do not have an existing UAN.

18.3. You hereby acknowledge and agree that, at all times during the course of your employment with the Company, you will act in compliance with your obligations under Section 142 of the Code on Social Security, 2020 or such other law, which requires you to establish your identity through your Aadhaar number provided to you under the provisions of the Aadhaar (The Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 or any other law in force for time being.

18.4. Subject to applicable laws, you shall communicate to the Company within a period of 2 (two) working days, in the event of any change in your citizenship status and/or your ability to lawfully work in India. Subject to applicable laws, you also consent to and agree that the Company may, at any time during your employment, perform a check on your citizenship status, and confirm your right to work in India.

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

18.6. You hereby agree that based on the nature of your work and business requirements, you may be required to work on rotational shifts including night shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company will be made applicable to you.

18.7. You hereby agree and acknowledge that, at all times during the course of your employment with the Company, you will physically report to work at your location for employment, as mentioned in Clause 5 of this offer of employment, unless otherwise communicated to you by the Company. In the event, you fail to physically report to work at your location for employment in disobedience of the Company`s direction to report to work without any justifiable reasons, the Company reserves the right to initiate appropriate action against you.

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18.8. The Company may at any time or times, in the event of a fire, catastrophe, natural or man-made disasters, breakdown of machinery, communication equipment, statutory restrictions, failure / stoppage of the power supply, epidemic, pandemic, civil commotion, shortage of orders or other trade reason, financial difficulty, economic conditions, or any other cause which is beyond the reasonable control of the Company, suspend work, close down any department or departments wholly or partially for any period or period. You hereby agree to be on earned leave and upon exhaustion of the earned leave, on unpaid leave for the period you have been laid off by the Company.

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

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

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

18.12. The waiver by the Company of any breach of any term of this offer of employment will not prevent the Company from subsequently enforcing that term and it will not be deemed a waiver of any subsequent breach.

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

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

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

Yours sincerely,

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

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

Date: _____, 20_____

_____
Sign your name

_____ _____
Insert your name Location

Annexures: Compensation Details (Annexure I)
Customer Connection Agreement (Annexure II)
Confidentiality and Intellectual Property Rights Agreement (Annexure III)
List of Documents (Annexure IV)

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

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ANNEXURE - I

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Ms. Payal Kumari Sinha**
ROLE	**Associate Consultant**
ROLE DESIGNATION	**Associate Consultant**

1. MONTHLY COMPONENTS	
BASIC SALARY	31,880
BASKET OF ALLOWANCES	20,136
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	6,057
MONTHLY SALARY	**58,073**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	319
FIXED SALARY (1+2)	**58,392**

3. PERFORMANCE BONUS	Performance Bonus Amount as mentioned in Clause
PERFORMANCE BONUS	**7,083**

TOTAL GROSS SALARY (INCLUSIVE OF PERFORMANCE BONUS) (1+2+3)	**65,475**

4. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	3,826
GRATUITY - 4.81% of Basic Salary*	1,533
COST TO COMPANY (1+2+3+4)	**70,834**

OTHER BENEFITS

Scheme	**Eligible Amount In INR**	**Interest**	**Monthly Instalments**	**Margin Money** (To be borne by the employee)
SOFT LOAN	Fifty Thousand (without security)	@7%	12	Nil

All the above benefits are as per Company's policies,which are subject to change from time to time.The Company in its sole and absolute discretion can restructure the components of the Fixed Salary, without changing the Total Fixed Salary. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.

* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act or the Code on Social Security, 2020, as may be applicable.

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ANNEXURE - II

CUSTOMER CONNECTION AGREEMENT

I _____accept employment with Infosys Limited (**"Infosys"**).

I hereby acknowledge and agree that, for a period of six (6) months following the termination (whether voluntary or involuntary) of my employment with Infosys for any reason, I will not work for or provide any services to a Customer, either directly or indirectly in any Capacity.

For the purposes of this Customer Connection Agreement (**"Agreement"**):

"Capacity" shall include working for or providing any services as an agent, consultant, director or employee to the Customer and/or to any contractor or any supplier of the Customer.

"Customer" means any person, firm or entity or its affiliates or its successors-in-interest, who is a client of Infosys and/or its affiliates and with whom I had worked or dealt in a professional capacity at any time during the twelve (12) months immediately preceding the termination of my employment with Infosys.

Employee Signature:

Employee Name: Payal Kumari Sinha

Acknowledged by Infosys Limited:

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

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Navigate your next

ANNEXURE - III

CONFIDENTIALITY AND INTELLECTUAL PROPERTY RIGHTS AGREEMENT

This Confidentiality and Intellectual Property Rights Agreement (hereinafter referred to as **"Agreement"**) is entered into on October 14, 2024 (hereinafter referred to as **"Effective Date"**), at House No - 28 /166, Hinoo Shukla Colony, Ranchi- 834002 by and between:

Infosys Limited, having its registered office at No. 44, Hosur Road, Electronics City, Bengaluru, Karnataka (hereinafter referred to as the **"Company"**)

AND

Payal Kumari Sinha, residing at House No - 28 /166, Hinoo Shukla Colony, Ranchi- 834002 (hereinafter referred to as **"Employee"**)

RECITALS

1. The Company and the Employee are entering into, an employment relationship.

2. In the course of that relationship, the Employee may gain access to or use confidential information and other valuable and protectable information of the Company and its customers, suppliers or vendors.

3. The Employee agrees to deal with confidential information in accordance with the terms of this Agreement.

In consideration of the employment provided by the Company and other mutual promises and agreements contained herein below, the receipt and sufficiency of which are hereby acknowledged, the Company and the Employee agrees as follows:

1. CONFIDENTIAL INFORMATION

1.1 Confidential Information means and includes non-public information and information which is confidential including proprietary information and other information related to the business of the Company, its affiliates or any third parties with which the Company associates such as customers, suppliers, whether or not such information is expressly marked or designated as confidential information and includes but is not limited to:

(a) trade secrets; financial information; contracts; technical data; business data; customer lists, supplier lists; information relating to the management, personnel, strategies or policies of the Company and systems processes, methods, pricing and products of the Company.

(b) Information created or developed by the Employee in the course of employment with the Company, including the strategies, correspondence, reports, articles and other documents, artwork plans, designs, software and discoveries.

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(c) information supplied by, relating to or confidential to any other persons.

(d) information that has an actual or potential value to the Company, where the Employee has received, created or developed that information: (i) in the course of employment with the Company (whether or not prior to the date of this Agreement); or (ii) as a result of, or aided by, the existence of an employment relationship with the Company or any of its related body corporates, whether existing or having ceased to exist.

(e) any information which could be reasonably expected to be considered as confidential.

(f) any copies, summaries or notes of confidential information and any other materials incorporating, or derived from, confidential information.

1.2 Confidential information does not include any information that is, or becomes, public knowledge without any fault of the Employee.

1.3 The Employee`s obligations under this Agreement shall cease to apply in respect of any confidential information the disclosure of which is required under the applicable law in force or pursuant to a valid order of a court of competent jurisdiction or an authorized government agency, provided that the disclosure does not exceed the extent of disclosure required by such law, regulation, or order.

2. CONFIDENTIALITY OBLIGATIONS

2.1 The Employee agrees and acknowledges that during the course of her employment with the Company, the Employee shall use and have access to confidential information that are not a matter of public record, solely by virtue of her employment and for the purpose of enabling the Employee to discharge her obligations towards the Company as an employee.

2.2 The Employee agrees and acknowledges that the confidential information will not be disclosed by him to any person without the prior written approval of the Company. The Employee must not disclose confidential information to another employee of the Company except on a need-to-know basis and only with the prior approval of the reporting manager of the Employee.

2.3 The Employee agrees to maintain strict confidentiality in respect of all the confidential information both during his/her employment and subsequent to his/her employment with the Company.

2.4 The Employee must take all reasonable precautions to prevent an unauthorised disclosure of confidential information, including the following:

(a) the Employee must at all times store confidential information safely and securely; and

(b) the Employee must not remove confidential information from the premises at which it is stored except where it is necessary to do so.

2.5 The Employee agrees to assist in any legal proceedings initiated to protect confidential information.

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2.6 The Employee shall, upon termination of her employment or at the request of the Company, immediately deliver all media embodying confidential information that is in the Employee`s possession, custody or control, without retaining a copy of the same.

2.7 The Employee agrees to comply with any other reasonable obligations relating to confidential information, as required from time to time by a customer or supplier or vendor of the Company.

3. INTELLECTUAL PROPERTY RIGHTS

3.1 The Employee further agrees that all copyright, ownership and intellectual property rights in any work of any nature carried out by him during the course of her employment with the Company shall vest with and remain with the Company, customer, or supplier as the case may be. The Employee agrees that she will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a `Work Made for Hire`, the Employee agrees to and does hereby assign to Company all of her right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights which relate in any way to the business or contemplated business, research, or development of the Company. The Employee further acknowledges and agrees that the Company may, in its sole discretion, assign to third parties all such intellectual property rights.

3.2 The Employee agrees that she shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by him during the course of her employment, belonging to the Company, customers, or suppliers as may be the case. The Employee agrees to maintain strict confidentiality in respect of all such intellectual property rights both during her employment and subsequent to her employment with the Company.

3.3 Both during the term of this Agreement and thereafter, the Employee agrees to fully cooperate with the Company in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by him under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Company all documents or papers that may be requested by the Company to enable the Company or customers, or suppliers of the Company to create, establish, publish or protect said intellectual property rights.

3.4 If requested by the Company, the Employee agrees to promptly return to the Company all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Company, including, but not limited to, all confidential information, all of which the Employee recognizes is the sole and exclusive property of the Company.

4. GENERAL

4.1 Survival: The Employee`s obligations under this Agreement shall survive indefinitely, notwithstanding any termination of the Employee`s relationship of employment with the Company.

4.2 Notification to new employer: In case the Employee leaves the employment of the Company, she hereby acknowledges and grants consent to the Company to notify to her new employer about her rights and obligations under this Agreement.

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4.3 Non Solicitation of other employees: The Employee hereby acknowledges and agrees that for a period of 12 (twelve) months immediately following the termination of her relationship with the Company for any reason, whether with or without cause, she shall not either directly or indirectly solicit, induce, recruit or encourage any of the Company`s employees to leave their employment, or take away such employees, or attempt to solicit, induce, recruit, encourage or take away employees of the Company, either for himself or for any other person or entity.

4.4 Notification to the customer: In case the Employee`s employment with the Company is terminated (whether by the Company or by him), or her engagement with a particular customer is terminated or changed by the Company, the Employee hereby acknowledges and agrees that the Company shall be solely responsible for notifying the concerned customer of the Company of the fact, timing, and details of such termination or change.

In addition, in the event that the Employee decides to terminate her employment with the Company, the Employee acknowledges and agrees that she will first notify the Company of her resignation before discussing it with any customer of the Company, and will desist from any such discussions until the Company has had a reasonable period of time to notify its customers of the same.

4.5 Ability to enter into Agreement: The Employee hereby represents and warrants to the Company that she is not a party to or otherwise bound by any agreement that may, in any way, restrict her right or ability to enter into this Agreement or otherwise be employed by the Company. Additionally, the Employee hereby acknowledges and agrees that she will not reveal to the Company, or otherwise utilize in her employment with the Company, any proprietary trade secrets or confidential information of any previous employer.

4.6 Rules and Regulations of the customer and the Company: The Employee acknowledges that during the course of her employment with the Company, she may be deputed on specific project/projects of customers. The Employee hereby agrees that during such deputation she will fully, punctually and to the satisfaction of the Company and such customers comply with all the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters, as may be prescribed by such customers.

The Employee further agrees to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Company and at customer sites. The Employee agrees to adhere to the specific security measures at the customer sites unequivocally and to the satisfaction of the Company and the customers.

4.7 Governing Law: This Agreement shall be governed by the laws of India. The Company and the Employee hereby agrees to the exclusive jurisdiction of the courts in Bangalore, India.

4.8 Waiver: The waiver by the Company of any breach of any term of this Agreement will not prevent the Company from subsequently enforcing that term and it will not be deemed a waiver of any subsequent breach.

4.9 Severability: If any word, phrase or clause of this Agreement is held to be void, illegal or unenforceable, that word, phrase or clause shall be deemed to be severed without affecting the operation of the remainder of this Agreement. All overlapping obligations in this Agreement are intended to operate cumulatively and to bind the parties, subject to the severance of any obligations held to be void, illegal or unenforceable.

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4.10 Interpretation: In this Agreement:
(a) words in the singular include the plural and vice versa; and
(b) a reference to a person includes a reference to a body corporate, unincorporated association, statutory or other authority, partnership or any other entity.

4.11 Cumulative obligations: The Employee`s obligations under this Agreement are in addition to, and do not limit or detract from, any duties or obligations owed by the Employee to the Company under any applicable law, in equity or otherwise.

4.12 Remedies: The Employee hereby agrees that the Company may initiate appropriate legal action against him for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and legal fees.

Employee Signature: Employee

Name: Payal Kumari Sinha

Acknowledged by Infosys Limited:

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

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ANNEXURE - IV

LIST OF DOCUMENTS TO BE SUBMITTED AT THE TIME OF JOINING

(a) Class 10 (or equivalent) marks sheet(s);
(b) Class 12 (or equivalent) marks sheet(s);
(c) Graduation marks sheet(s);
(d) Graduation degree certificate/provisional degree certificate;
(e) Post Graduation marks sheet (if applicable);
(f) Relieving letter and experience certificate from all your previous employer (applicable only in case you have been previously employed);

(g) First and last page of the passport (if you don`t have a passport, kindly apply immediately);

(h) Registration Number with the National Skills Registry (also known as ITPIN)/National Skills Registry Card;

(i) Permanent Account Number (`PAN`) Card* (Please note that under the Income Tax Act, 1961, furnishing of PAN to the employer is mandatory).

(j) Passport size photographs

*Your PAN is required for calculating the income tax on your salary. If you fail to provide your PAN, the Company will deduct TDS (tax deducted at source) at higher rates, as per applicable law.

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PORTEA
HOME MEDICAL CARE SERVICES

15th April 2024 Bangalore

Offer Letter

Dear Pillai S. Mounika,

Based on your application and subsequent discussions we had with you, we are pleased to offer you employment in our organization as **Team Leader – Operations.**

Portea (HealthVista India Ltd.) is one of India's leading Home healthcare providers with operations across NCR, Bangalore, Mumbai and Chennai. We are rapidly expanding our operations in these locations and also across the country.

Our healthcare services at home address a great need of patients and we are delighted that you will be joining our team to help a lot of patients live a healthier and a more comfortable life.

We welcome you on board and wish you the very best.

Let's together create a healthier and happier world!

Sincerely yours,

For Portea Medical Limited

Mr. Darshith Satheesh
Head - HR

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Near Sanganer Airport, Jaipur-302029

PORTEA
HOME MEDICAL CARE SERVICES

Terms and conditions:

1. You will join us on or before **9th June, 2024.**
2. You will be on probation for a period of six months from the date of joining and your confirmation would be dependent on satisfactory completion of your Probation period.
3. You will be based at **Bangalore HO.** You are however, liable to be transferred to any of our establishments in India, or to any subsidiary or associate company whether now existing or still to be formed. Such transfer / deputation will be in accordance with the company's rules for the time being in force.
4. Your annual Cost to Company will be **4,00,000 (Four Lakh Only)**. This is subject to usual statutory and / or other taxes, which may be imposed from time to time by the Government, or any public body authorized to do so.
5. You will be entitled to allowances as detailed in the annexure to this letter. You will also be covered by Provident Fund and other schemes of the company as applicable to your category that are in force at present and / or may be amended from time to time. These shall also be subject to taxes as applicable under relevant laws.
6. The employment offer is valid for next one week from this date of offer. If the company does not receive any confirmation from you within the stipulated time this offer shall lapse automatically and then there shall be no further communication from the company in furtherance of this offer of employment.
7. You will be required to give 60 days' notice to terminate this appointment after confirmation. The Notice period during probation will be 30 days. The last working day would be decided at the sole discretion of the Management and in the event of being relieved within the above number of days, the remaining part of notice period days would be adjusted against the existing leave balance or an equivalent of basic salary and HRA. The Company, however will have the right to terminate your appointment forthwith on account of misconduct, including but not limited to, fraudulent, dishonest or undisciplined conduct, or breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's or Client's property or breach of the confidentiality obligations. In all other cases, the Company will have the right to terminate the appointment by giving 60 days' notice or payment of basic salary and HRA in lieu of notice.
8. Any revisions of your compensation package, promotions, and your continued employment with the Company are all subject to you meeting the performance levels applicable to you from time to time. Your performance may be informally discussed with you by your manager/s on a regular basis.

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PORTEA
HOME MEDICAL CARE SERVICES

CTC ANNEXURE

Compensation Structure		
Name	Pillai S. Mounika	
Total Annual CTC (Rs.) :	400000	
Total Fixed Income (Rs.) :	400000	
Monthly CTC	33333	
Particulars	**Monthly**	**Annual**
Basic	13333	159996
HRA	6667	80004
Conveyance	1600	19200
Fixed Visit Allowance	0	0
Special Allowance	10133	121600
Gross Salary	**31733**	**380800**
Deductions		
PF	1600	19200
PT	200	2400
ESI	0	0
Total Deductions	**1800**	**21600**
Company Contributions		
PF	1600	19200
ESI	0	0
Gratuity *(As per the Act)*	0	0
Sub total	**1600**	**19200**
Fixed CTC	**33333**	**400000**
Total CTC	**33333**	**400000**

You will be covered under Group Medical Insurance up to Rs.1 Lac.

For Portea Medical Limited

Mr. Darshith Satheesh

Head - HR

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080 3355 4554

Healthvista India Ltd. 69/B, 1st Cross, 1st Stage, Domlur Layout, [Next to Domlur Post Office], Bangalore-560071

1562

MEDICOVER
HEALTHCARE

MHPL/HR/2023
Date: **7th Nov-2023**

To,

Dr. Prabhpreet Kaur

Subject: **Letter of Intent**

Dear Dr. Prabhpreet

In furtherance of our discussions regarding your association with Medicover Healthcare Private Limited, we are pleased to offer you the opportunity to engage you as a Management Trainee in the Department of **Operations** from **06-May-2024**

1. Your relationship with Medicover shall be of one of the Management Trainees at **Medicover Fertility, Chandigarh** as per the terms agreed between Medicover and you.
2. During your Engagement, you may be transferred anywhere to serve any of the offices or establishment of Medicover, whether existing or to be set up in future, at the sole discretion of the management without prejudice to your total emoluments.
3. You shall be entitled for a monthly stipend of Rs.50,000/- (Rupees Fifty Thousand only)
4. In the event either you or Medicover, desire to discontinue this engagement, at least one (1) month prior written notice shall be given by either party.
5. Medicover reserves its rights to forthwith terminate your Engagement on disciplinary grounds and any other grounds as per the internal policies of Medicover without any notice or notice pay.
6. Upon termination of your Engagement or in an event of your resignation, you will immediately give up all data, property, including, without limitation, all books, manuals, records, reports, notes, contracts, lists, blueprints, and other documents, or materials and all the equipment(s) including but not limited to phone, sim card, laptop provided by Medicover to you.
7. You agree not to disclose any confidential information including but not limited to the terms of this Offer Letter to any third person/ entity. The liability under this paragraph shall survive the termination of your association with Medicover.
8. From the date of commencement of your association with Medicover, you are engaged on an exclusive basis to provide your Engagement on a full-time basis as per the terms mutually agreed between you and Medicover and accordingly you agree not to take any Engagement with any person, firm, or body corporate of whatsoever nature.
9. You further agree not to engage with or be associated in any way whether directly or indirectly and whether for or without remuneration in a trade or business whether on its own or in conjunction with any person, firm or body corporate, which, in the opinion of Medicover is similar to or competitive with that carried on by Medicover.
10. You hereby agree and assure to save and hold Medicover, its directors, officers, and other employees harmless from any loss, cost, harm or damage that may be incurred, arising out of or connected with your Engagement, based on any act, omission or negligence on your part or any breach of the term of this Offer Letter.

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Medicover Healthcare Private Limited

11. Your duties/responsibilities will be assigned to you by the management of Medicover from time to time besides your regular duties. You shall be expected to carry out your duties faithfully and diligently, as per the exigencies of Engagement.
12. Your Engagement will be governed by the internal policies of Medicover and the terms of the Letter of Appointment which shall be signed by you on your joining. This offer letter and the mentioned terms and conditions shall only remain enforced until you sign the Letter of Appointment.
13. Medicover reserves the right to interpret, add, modify, amend, or withdraw any or all the rules or policies of Medicover. Such interpretation, addition, modification or amendment to the rules or policies shall be final and binding upon all the employees.
14. All disputes or disagreements shall be governed by the laws of India. Any dispute, claim or difference shall be referred to a sole arbitrator as appointed by the Company. Such arbitration shall be as per the provisions of the Arbitration and Conciliation Act, 1996. The seat of such arbitration shall be at New Delhi, India only and the proceedings shall be held in the English language. The courts at Delhi shall have exclusive jurisdiction.

We request you to provide your temporary and/ or permanent residential address to us. In an event of any change in your temporary and/ or permanent address, request you to kindly communicate the same in writing to Medicover within a period of 48 hours from such a change.

You are also requested to kindly submit the documents as detailed under Schedule of this Offer Letter required by the management of Medicover on or before your date of joining.

Your association with Medicover and the continuance of your association is subject to your being medically and physically fit. You shall have to produce Medical Fitness Certificate by a Registered Physician at the time of joining.

If the foregoing reflects our mutual intention to enter into an association, please revert on the same mail in return within 2 days from the receipt of this Offer Letter failing which this Offer Letter may stand automatically withdrawn.

For Medicover Healthcare Pvt Ltd.

Annexure-I (Confidential)

Offered Salary		
Direct Components	**Per Month**	**Per Annum**
Basic	23534	282408
HRA	9414	112968
Advance Statutory Bonus	600	7200
Medical Allowance	2353	28236
Canteen Allowance	2353	28236
Special Allowance	8814	105768
Final Gross (A)	**47068**	**564816**
PF (B)	**1800**	**21600**
Gratuity (C)	**1132**	**13584**
Cost To Company (A+B+C)	**50000**	**600000**

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Medicover Healthcare Private Limited

SCHEDULE

LIST OF DOCUMENTS

1. Updated Resume
2. Self-attested copy for proof of address
3. Four passport size-colored photographs
4. Self-attested copy of proof of education and professional qualifications
5. Self-attested copy of experience/reliving certificates from previous employers
6. Self-attested copy of PAN card & Aadhar Card
7. Medical Fitness Certificate
8. Cancelled cheque
9. Salary slip of three months
10. Appointment Letter/Offer Letter of Last Organization

Validity of Letter of Intent is subject to verification of documents provided by you.

Thanking You

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DocuSign Envelope ID: E0C51023-B99F-4B0C-B633-9B0DC3DC0E8B

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Deloitte.

Deloitte Consulting India Private Limited
Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India

Tel: +91 040 67621000
www.deloitte.com

Jun 28, 2024

Ms. Prabhleen Kaur
79, Model Colony, Near Maharana Pratap Park,
Yamunanagar, 135001
India

Subject: Offer of Employment

Dear Prabhleen Kaur:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Hyderabad**.

We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **July 29, 2024**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 600,000/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10**% of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs./₹ 100,000/-** subject to your reporting for full-time employment on **July 29, 2024**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **12 months** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") requires their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in **Annexure B**.

Your compensation details are confidential, and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like you to join the Employer on **July 29, 2024**, or an alternative mutually agreed upon date.

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

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In compliance with applicable laws, Deloitte India (Offices of the US) provides its professionals with home pick-up and drop transport services within **pre-defined** boundary if their shift timings are between 8:30 p.m. - 6:00 a.m. in Hyderabad, 9:00 p.m. - 6:00 a.m. in Mumbai, Pune; 7:00 p.m. – 6:00 a.m. in Gurugram, 8:00 p.m. - 6:00 a.m. in Bengaluru, Chennai, and Kolkata.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Prabhleen Kaur, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited
Best regards,

DocuSigned by:
By: Pooja Madnani
7CC3FB26DD784F3...
Signature

Authorized Signatory

Acceptance

I, **Prabhleen Kaur**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:
Prabhleen Kaur
83648DAA4F05455...
Signature

Jun 29, 2024
Date

Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10
Sealed Time: 2024.06.28 16:07:32 -07:00

Registrar
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Annexure A

Ms. Prabhleen Kaur **Analyst**

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	**17,500**	**210,000**
House Rent Allowance (HRA)	**8,750**	**105,000**
Special Allowance[1a & 1b]	**11,867**	**142,404**
Leave Travel Allowance[2]	**1,750**	**21,000**
Differential Allowance	**5,833**	**69,996**
Meal Card[3]	**2,200**	**26,400**
Employer's contribution to PF	**2,100**	**25,200**
Total Salary (in Rs.)	**50,000**	**600,000**
Variable Bonus*	You are eligible for a performance linked variable bonus. It will be paid out at the end of the fiscal year, as applicable and on the basis of your individual performance and performance of the business	
Medical Insurance Premium[4]	**3,014**	**36,167**

*The Variable Bonus will vary, primarily based on your individual performance and the performance of the business, during the Employer's fiscal year which is June through May. Your performance will be formally assessed as a part of the Employer Performance Review Cycle Process. At your level, the variable bonus opportunity could range from **0-10**% of your Total Salary. The actual paid amount will vary depending upon the business and individual performance and in some circumstances, could exceed the payout range indicated. The performance of all the employees who have joined the Employer prior to March 1st will be assessed for the fiscal year ending in May. The disbursement of a Variable Bonus, if applicable, is subject to you being active on the rolls of the Employer, during the Annual Incentive Program payout cycle for the fiscal year. For employees joining during the period March 1st to May 30th, a prorated Variable Bonus, if applicable, will be based on the first year-end review ratings in the subsequent year and paid during the Annual Incentive Program payout cycle of that year. The Variable Bonus will not be paid in the event of termination of employment for any reason on or before the disbursement time. The application and interpretation of, and any determinations related to, the Variable Bonus is at the sole discretion of Employer. Employer may amend or terminate the Variable Bonus at any time.

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....

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[1]All employees may claim tax exemption, subject to tax rules from time to time, from their Special Allowance component, expenses incurred towards communication and Driver / Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a]*Communication Expenses*	[1b]*Fuel Expenses*
Employee Level - Analyst	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Driver / Insurance / Repairs & Maintenance*
	Rs./₹ 3,000/- per month	**Rs./₹ 7,500/-** per month

[1a] The internet/telephone/mobile bills should be in the Employee's name.

[1b] For claiming vehicle running expenses (Driver / Fuel / Repairs & Maintenance expenses) the vehicle has to be in the name of the Employee and the current tax rules are as under. The above limits will be applicable for all those who are on company car lease program and the below limits will apply for all those who are on self-owned car. In case of company leased car, taxability would be as per the current perquisite valuation rules.

Nature of Expenses	Own Vehicle –Maximum Tax exemption limit per month		
	4 Wheelers (Engine Capacity)		
	<= 1600 cc	> 1600 cc	Two Wheelers
Fuel & Maintenance	Rs. 1,800	Rs. 2,400	Rs. 900
Driver's Salary	Rs. 900	Rs. 900	Not applicable

All employees at and above **Senior Staff** are eligible for the company car lease program. If you choose to avail of this benefit, the amount towards lease rental will be paid by the firm on your behalf to the leasing company and your compensation structure will be adjusted accordingly. A revised letter with the new compensation structure will be issued that will supersede this letter for all practical purposes.

[2] The Leave Travel Allowance (LTA) will be paid on a monthly basis as an allowance with tax deducted at source. If you choose to avail the tax benefit on LTA, you should submit proof of expenses incurred by you for Self and / your immediate dependents. The taxability or otherwise of LTA will be as per the Income Tax Act 1961, details of which will form part of the LTA Form.

[3] Meal Card amount will be credited at the start of each month and for the first month (For New Hires) prorated amount will be processed as part of payroll. If not collected, it will be processed as a taxable amount with the salary.

[4] Annual Floating Medical Insurance Coverage for self and **6 dependents** is being paid by the Employer on your behalf. The premium amount is subject to change every year post renewal of insurance policy. In case you opt for an enhancement of the coverage limit, the additional premium will be adjusted accordingly from the special allowance.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

You may also be eligible to either a One-time Stipend or a temporary lodging basis joining the registered office location, you will receive a survey from Deloitte prior to your joining.

You may select the best option for availing the relocation assistance. If an employee who has availed this reimbursement decides to quit within 18 months from the date of relocation claim for whatever reason, the relocation reimbursement paid to the employee will be recovered in full, from the employee's full and final settlement.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

Original bills towards the above components should be submitted during the Income Tax fiscal period evidencing the expenditure to get Income Tax exemption, failing which the same will attract applicable Income Tax.

Submission of false, tampered or altered bills as proof of expense for any of the above components will result in disciplinary action including termination of employment.

Your compensation above is subject to income tax deduction per rules and guidelines prescribed under the prevailing tax laws. This may change from time to time in line with the amendments done in tax laws.

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Deloitte.

Prabhleen Kaur **Hyderabad**

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement ("Employment Agreement")

In consideration of my employment by **Deloitte Consulting India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office **Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India** (the "Employer") as **Analyst** and other valuable consideration, I acknowledge and agree that:

PRELIMINARY MATTERS

1. Defined Terms. The italicized terms in this agreement (the "Employment Agreement") are defined in **Exhibit A** hereto.

2. *Pre-existing Agreements or Arrangements.* I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Agreements or Arrangements*. The Employer expects me to abide by all restrictions or obligations that are contained in such Pre-existing Agreements or Arrangements and to avoid involvement, while employed by the Employer, in any matter that could pose a conflict as a result of confidential information or intellectual property obtained by me prior to my *Employment*. I further represent that none of these restrictions or obligations, including those set forth in any non-compete agreements with prior employers, is inconsistent with my acceptance of the Employer's offer of *Employment* or my becoming, and serving as, **Analyst** of the Employer. To the extent applicable and if I am joining the Employer after having served as an employee or official of the United States Government, I further represent that: (1) I have disclosed my prior participation, if any, in any discussions or negotiations with, or decisions to award contracts to, the Deloitte U.S. Firms while I was employed by the United States Government; and (2) I had either recused myself or had not played an active role in the applicable United States Government agency's decision to award any contracts to the Deloitte U.S. Firms while I was employed by the United States Government.

PROTECTION OF OUR BUSINESS

3. Reporting of *Proceedings.* Except as provided by law and except as I have disclosed in writing on **Exhibit C** to this Agreement, I represent and warrant that I have no *Proceedings* to report. Should I become a subject of any *Proceedings* during my association with the Employer, I agree to immediately report, in writing, all relevant facts to the Chief Talent Officer of Deloitte LLP, the Regional Talent Director of the Employer, and the Chief Ethics and Compliance Officer of Deloitte LLP. I understand that my responses are subject to audit and review by the Employer and others in accordance with applicable professional, ethical, legal, or Employer requirements, rules, regulations, policies, or practices, or other requests.

4. Confidentiality. I acknowledge that, by virtue of my *Employment*, I will acquire and be exposed to, have access to, make use of and/or create *Confidential Information*. Therefore, I agree to hold in trust and confidence all such *Confidential Information*. I will neither disclose any such *Confidential Information* to anyone outside a *Deloitte Entity* without the prior written approval of an *Authorized Signatory*, except as required by my authorized duties for the Employer, nor use any such *Confidential Information* for any purpose other than for the benefit of a *Deloitte Entity.*

5. Third Party Information and Property. I agree that during my *Employment*, I shall not use or disclose any confidential information or intellectual property of any former employer or other person or entity without the prior written authorization of such employer, person or entity and the prior written consent of an *Authorized Signatory*. If I were to use or disclose any such Confidential Information or Intellectual Property without prior consent, and any of the *Deloitte Entities* become the subject of any claim from a third party regarding such unauthorized use or disclosure, I agree to hold harmless and indemnify the *Deloitte Entities* for any legal defense costs and/or damages related to any such claim.

6. Authorization. Only employees of the Employer holding a senior or managerial position with the Employer will be authorized by a specific authorization, delegation, or power of attorney to sign legal documents, representing the Employer. Similarly, only such authorized employees of the Employer may speak about the Employer, the business and plans, various client-related projects etc.

7. Competing Activities and Conflict of Interest. During the period of my *Employment* I will not, directly or indirectly, participate in or in any way render services or assistance to any business that is or may be competitive with a *Deloitte Entity*, whether or not for compensation, or engage in any conduct which might result in, or create the appearance of using my position for private gain or other than for the benefit of a *Deloitte Entity*, or otherwise create a conflict, or the appearance of a conflict, of interest with a *Deloitte Entity*. Such conduct shall include, but not be limited to, having an undisclosed financial interest in any vendor or supplier of a *Deloitte Entity*, accepting payments of any kind or gifts other than of a nominal value from vendors, clients or suppliers, or having an undisclosed relationship with a family member or other individual who is employed or associated with any entity in active or potential competition with a *Deloitte Entity*, and which creates a conflict of interest. I

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represent and warrant that I am not currently aware of any present or past violation of this provision.

8. *Authorization to Access Systems and Electronic Communications and use of Deloitte Property.* I understand that while employed with a *Deloitte Entity*, I will use and have access to the Systems. I also acknowledge that a*Deloitte Entity* has the right at any time to access, retrieve, delete, monitor, examine, use and/or disclose my Electronic Communications and information from (or about) me and the content, without notice to me, and that such *Electronic Communications* are considered part of a *Deloitte Entity's* business and client records and are not to be considered private or personal to me or any other *Personnel*. I further acknowledge that this right extends to*Electronic Communications* transmitted for either a business or personal purpose.

I agree that I am authorized to access the*Systems* only for approved business purposes and occasional personal use if such use does not interfere with my work responsibilities and other required business activities, business operations, or *Systems* performance. However, I also acknowledge that such occasional personal use does not create an expectation of privacy as to any of my personal *Electronic Communications* and, as such, are *Deloitte Property*.

I further acknowledge that I am not authorized to use the*Systems* for personal gain or any illegal or unethical use. I agree that under no circumstances am I authorized to access any of the *Systems* for the purpose of obtaining *Deloitte Property* for a competitor of a *Deloitte Entity*, transmitting *Deloitte Property* to me (e.g., emailing *Confidential Information* to my personal email address) or to a third party for purposes other than furthering the business objectives of a *Deloitte Entity*. I am not authorized to download a *Deloitte Entity's Confidential Information* or other *Deloitte Property* to removable media such as a CD Rom, disk or thumb drive other than as authorized for furthering the business objectives of a *Deloitte Entity*.

I will be responsible for the safe keeping and return in good condition and order of all the*Deloitte Property* that may be in my use, custody, care or charge. For the loss of any *Deloitte Property* in my possession or custody or for which I have been assigned responsibility, the Employer will have a right to assess on its own basis and recover from me, the damages in respect of such materials (out of the amounts due to me or otherwise) and to take such other legal action as it deems appropriate including termination of my employment without notice or payment in lieu thereof in the event of my failure to account for such material or property to its satisfaction.

9. *Security.* I am provided with a worktable and lockable storage space. I will ensure they are locked when unattended and understand that a duplicate key will only be provided if I sign for it. I am required to display my identity card to the appropriate security personnel on demand and at all times within the office premises.

10. Ownership of *Works*.

a. I agree that the Employer owns all rights, title and interest in and to all *Works*.

b. I agree that all *Works* are deemed works made for hire under India copyright or applicable laws or equivalent laws of any applicable foreign jurisdiction, and all *Intellectual Property Rights* therein vest automatically in the Employer upon creation of the *Works*. I agree that, to the extent any *Work* is held not to be a work made for hire, I hereby irrevocably assign all *Intellectual Property Rights* in the *Work* to the Employer. Notwithstanding anything contained in Section 19(4) of the Indian Copyright Act, 1957, I agree that such assignment shall continue to be in force for perpetuity irrespective of whether or not the Employer exercises its rights as the assignee for any period of time.

c. I will at all times, even after termination of my *Employment*, do whatever the Employer reasonably requests of me, at the Employer's expense, to document the assignment of any *Works* to the Employer or to assist the Employer in pursuing, renewing, extending or assigning any *Intellectual Property Rights*, and otherwise perfecting, protecting and enforcing said *Intellectual Property Rights* in, any *Works*. I agree that, as between me and the Employer, the Employer shall be the sole author, inventor, and owner of all such *Works* and *Intellectual Property Rights* therein throughout the world, and that the Employer shall have the sole right to seek copyright registrations, patents or trademark registrations, including all extensions and renewals thereof. I also hereby agree that I waive all moral rights in any *Works*.

I also agree to assign all my right, title and interest in and to any particular*Works* to a third party as directed by the Employer.

In the event the Employer is unable for any reason, after reasonable effort, to secure my signature on any document needed in connection with the actions specified in the preceding paragraphs, I hereby irrevocably designate and appoint the Employer and its duly authorized officers and agents as my agent and attorney in fact, which appointment is coupled with an interest, to act for and in my behalf to execute, verify and file any such documents and to do all other lawfully permitted acts to further the purposes of the preceding paragraphs with the same legal force and effect as if executed by me. I hereby waive any and all claims, of any nature whatsoever, which I now or may hereafter have for infringement of any *Works* assigned hereunder to the Employer.

d. During a 12 month period after termination of my *Employment*, I agree that any *Intellectual Property* I create or conceive that results from and is related to any work assigned to or performed by me for the Employer, or that was created using *Deloitte Property*, is a *Work* that is subject to Paragraph 10 (b) above. For purposes of clarification, the foregoing provision is in addition to, and not in limitation of, any rights and remedies the Employer may have under the applicable laws protecting *Intellectual Property* of the *Deloitte Entities*.

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e. I agree to keep and maintain adequate and current records (in the form of notes, sketches, drawings and in any other form that may be required by the Employer) of all *Works* developed by me during the period of my employment with the Employer, which records shall be available to and remain the sole property of the Employer at all times.

11. *Pre-existing Creations*; *Personal Creations*. My obligations in Paragraph 10 do not apply to *Pre-existing Creations* and *Personal Creations*. I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Creations*. I acknowledge and agree that I will not assert any ownership rights against the *Deloitte Entities*, or their respective clients, with respect to any *Pre-existing Creations* unless they appear on **Exhibit B,** and **Exhibit B** has been accepted and agreed to by an *Authorized Signatory* who has signed at the bottom of such **Exhibit B**. I further agree that I shall not use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment* without the prior written consent of an *Authorized Signatory*. To the extent that I use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment*, I agree that, except as otherwise provided in a written agreement executed by me and the Employer, I hereby grant to the Employer an irrevocable, royalty free, perpetual, fully paid up, transferable, sub-licensable license to use, reproduce, distribute, display, perform, modify and create derivative works of and otherwise exploit such *Pre-existing Creations* or *Personal Creations* for any purpose including, but not limited to, client engagements.

12. Post- *Employment* Restrictions re: Clients. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or serving of certain clients related to my work for a *Deloitte Entity* would necessarily involve the unauthorized use or disclosure of *Confidential Information*, and the proprietary relationships and goodwill of the *Deloitte Entities*, and, in the case of my serving of certain clients, could compromise the full compliance of the Employer or another *Deloitte Entity* with the applicable laws, rules and regulations of a U.S. or India regulatory body or other independence-related requirement of a regulatory body. Accordingly, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post- *Employment* Restrictions re: Clients. I understand that the obligations of Paragraph 12 will not apply for a period of three (3**)** years after my start date or the date of my promotion or transfer to clients of a *Deloitte Entity* and/or certain specified kinds of services rendered to such clients that meet all of the following criteria: (a) are personal clients of mine who came to a *Deloitte Entity* solely to avail themselves of certain specified kinds of services rendered by me and only as a result of my own independent recruitment efforts, which a *Deloitte Entity* neither subsidized nor otherwise financially supported as part of a program of client development, (b) are listed on **Exhibit D** expressly by name with respect to client and with sufficient specificity with respect to the kinds of service(s) that I will be permitted to render, and (c) are accepted and agreed to as to their listing on **Exhibit D** by an *Authorized Signatory* who has signed at the bottom of such Exhibit. I agree that after a period of three (3) years from my start date or the date of my promotion or transfer the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on **Exhibit D** to support the application of the obligations of Paragraph 12 to those clients.

14. Future Employment with Clients. Except as otherwise provided herein, I understand that I am not prohibited from accepting employment with a client (or an affiliate of such client) of a *Deloitte Entity*. Before entering into substantive discussions with an *Attest Client* regarding any employment opportunity, I acknowledge and agree that during my *Employment* and for five years thereafter I must first notify *Independence* and obtain prior written approval from *Independence*. I acknowledge and understand that it is the intent of the Employer to interpret and apply this provision (a) in an effort to ensure the full compliance of the *Deloitte Entities* with applicable U.S. and India laws, rules, and regulations; (b) to serve the public interest; and (c) to protect the legitimate interests of the *Deloitte Entities* or their respective *Attest Clients* under applicable U.S. or India laws, rules and regulations in a manner that is no greater than is reasonably necessary to protect such interests and without being unduly harsh and oppressive to me and my interests in future employment with an *Attest Client*. Further, I acknowledge and agree that because of, among other things, the importance of the *Deloitte Entities* remaining in compliance with applicable independence rules, such approval may be withheld by *Independence* in the event that my employment with an *Attest Client* would, in the view of Deloitte LLP, be inconsistent with applicable laws, rules and regulations or jeopardize the independence of a *Deloitte Entity* with respect to such *Attest Client*.

15. Restrictions re: *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or of any of its *Personnel* or contractors of the *Deloitte Entities*, or my participation in their hiring, admission or retention, would necessarily involve the unauthorized use or disclosure of *Confidential Information* or the proprietary relationships and goodwill of the *Deloitte Entities*. Accordingly, during my *Employment* and for one year thereafter, I will not, directly or indirectly, (a) solicit or attempt to solicit, or participate in the solicitation of or any attempt to solicit any *Personnel* to leave a *Deloitte Entity*, or to join any firm or business with which I may be or become affiliated;(b) participate in the hiring or admission of any *Personnel*; or (c) cause a contractor of a *Deloitte Entity* to cease providing services to, with, or on behalf of the *Deloitte Entity*.

16. Post- *Employment* Restrictions re: *Deloitte Property*. Upon termination of my *Employment*: (a) I will not use or disclose *Deloitte Property*, including, but not limited to, *Confidential Information* and *Works*, for any purpose; (b) I will not retain or take with me any *Deloitte Property*; (c) I will immediately deliver to a *Deloitte Entity* at any location that it designates, at my expense, within one business day after the termination of my *Employment* or on an alternate date designated by a *Deloitte Entity*, any *Deloitte Property* that I may then or thereafter hold or control; and (d)I agree to allow a *Deloitte Entity* to inspect

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any of my personal or home computers, including smart phones, tablet computers, or any device, media or location capable of storing electronic data, to determine whether any *Deloitte Property* resides on such computers and to permit a Deloitte Entity to remove such *Deloitte Property*.

OTHER POST- *EMPLOYMENT* OBLIGATIONS

17. Transition of Work and Cooperation. Upon termination of my *Employment* for any reason, I will cooperate with a *Deloitte Entity* in all matters relating to the completion of pending work and its orderly transfer. I will also cooperate fully with a *Deloitte Entity* in connection with any threat of or actual legal proceeding against a *Deloitte Entity* or any client, customer or licenser of a *Deloitte Entity* arising out of any matter with or of which I had contact or knowledge during my *Employment*.

18. Notification of Post- *Employment* Obligations. I agree that prior to accepting employment or affiliation with another firm or business I will advise such firm or business of my duties and obligations under this Employment Agreement. After my *Employment* ends, I agree that a *Deloitte Entity* shall be permitted to advise any firm or business with which I have accepted an offer of employment or affiliation concerning my duties and obligations under this Employment Agreement.

19. Certification. I agree that during or after my *Employment* I will, if requested, provide written certification in such form as the Employer may require that I have complied with my obligations hereunder, including, without limitation, those obligations set forth in Paragraphs 4, 5, 7, 8, 9, 10, 11, 12, 14, 15 and 16 of this Agreement.

OUR ENFORCEMENT RIGHTS AND REMEDIES IN THE EVENT OF A BREACH

20. Equitable Relief and Attorney's Fees. I acknowledge and agree that a breach of this Employment Agreement, including, but not limited to, a breach of my duties and obligations under the terms and conditions of Paragraphs 4, 5, 7, 8, 9, 10, 12, 14, 15 or 16 would cause irreparable harm to the *Deloitte Entities* and that, in addition to other remedies, the Employer on behalf of itself or another *Deloitte Entity* is entitled to a temporary restraining order, an injunction or other equitable relief to prevent any such breach. I also acknowledge that, to the extent permitted by law, a *Deloitte Entity* will be entitled to the payment of the *Deloitte Entities'* reasonable costs and attorney's fees incurred in enforcing this Employment Agreement. I also acknowledge that, to the extent permitted by law, the Employer may request that a court extend the one year period following the termination of my *Employment*, as provided in Paragraphs 12 and 15**,** to correspond with the period that I participated in activities prohibited by Paragraphs 12 and 15.

21. Liquidated Damages: Client Fees. I agree that in the event of a breach under Paragraph 12, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtima, bonuses, and sales incentives, received by any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, I agree that in the event of a breach under Paragraph 15, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtime, bonuses, and sales incentives, received by or owed to any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.

23. Right of Inspection. I agree to permit the Employer (or to use my best efforts to enable the Employer) to inspect my books and records (and the books and records of any entity which employs or is associated or affiliated with me), upon request and at reasonable times, to enable the Employer to confirm the calculations described above and to verify compliance with Paragraphs 12 and 15. The Employer shall keep confidential any proprietary information obtained, except as may be necessary or desirable to enable the Employer to enforce its rights under this Employment Agreement and except as may be required by any statute, court or administrative order to decree or government ruling or regulation.

MISCELLANEOUS

24. Governing Law; Choice of Forum. This Employment Agreement is deemed to have been executed in the Employer's office in **Hyderabad, Telangana, India** and will be construed and governed in accordance with the laws of the Republic of India without regard to its conflicts-of-law principles. You agree to submit to jurisdiction before any court of record in which the Employer's office to which you were assigned is located, or in which a breach of this Employment Agreement may occur, at the election of the Employer, and you waive any right to raise questions of personal jurisdiction or venue in any action the Employer may bring against you in any such court. You further agree to accept service of process/summons/legal notice from the Employer when that process/summons/legal notice is either sent to your last known address by certified mail or served by any other means permitted under the law of the jurisdiction in which the Employer may bring an action against you.

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25. Modifications. My obligations hereunder may not be changed or modified, released, discharged, abandoned or terminated, in whole or in part, except by an instrument in writing signed by an *Authorized Signatory*.

26. Severability. Every provision of this Employment Agreement is intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such term or provision will be enforced to the maximum extent permitted by law and, in any event, such illegality or invalidity shall not affect the validity of the remainder of the Employment Agreement.

27. Blue-Penciling. If any court determines that any provision of this Employment Agreement, or any part hereof, or the application of any such provision, or any part hereof, to any person or circumstance is unenforceable or void, such court shall have the power to modify such provision, or any part hereof, to the extent necessary to render it legal and enforceable while preserving its intent, or if such modification is not possible, by substituting therefore another provision that is legal and enforceable and that achieves the same objective.

28. Waiver. None of my obligations under this Employment Agreement shall be deemed to have been waived by the Employer except if the giving of such waiver is contained in a written notice given to me and no such waiver shall be deemed to be a waiver of any other or further obligation I have under this Employment Agreement.

29. Entire Agreement. This Employment Agreement, the Employer's employment application, the Terms and Conditions of Service issued pursuant to the offer of employment and any documentation employing me or transferring me to the Employer, contain the entire understanding between me and the Employer or any other *Deloitte Entity* with respect to the subject matter hereof and supersedes all prior representations, warranties, and agreements with respect to such subject matter, and no representations, warranties or other covenants exist with respect to such subject matter that are not contained or expressly referred to herein. Notwithstanding the foregoing, any written agreement between a *Deloitte Entity* and me with respect to the subject matter hereof that was signed by me prior to the effective date of this Employment Agreement shall remain valid and enforceable according to the terms of such agreement with respect to all acts and omissions occurring prior to the effective date of this Employment Agreement. In the event of a conflict between this Employment Agreement and the employment application or any other document purporting to set forth terms and conditions of my *Employment*, this Employment Agreement will control.

30. Transfer and Assignment. Unless as the Employer shall otherwise determine, the rights, obligations and benefits of the Employer under this Employment Agreement, including but not limited to those rights and benefits relating to my post-Employment obligations set forth in this Paragraph 30 and in Paragraphs 4, 5, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19 and 23 above, are transferred and assigned, in whole or in part (as the Employer shall determine) and without the need for my consent or the formality of documentation or prescribed processes, to (a) any *Deloitte Entity* in connection with my transfer to that *Deloitte Entity* or (b) any entity that acquires all or a part of the assets or business of the Employer. All provisions of this Employment Agreement shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, representatives, successors, and assigns of the Employer and me, and any *Deloitte Entity* to which I may be transferred during my *Employment*, provided, however, none of my duties or obligations under this Employment Agreement may be assigned or transferred by me to any other person or entity without the Employer's prior written approval of such assignment or transfer. Any purported assignments in violation of this Paragraph 30 shall be null and void.

31. Headings. The headings contained in this Employment Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Employment Agreement.

I have read the foregoing, understand it, and agree to comply with its terms.

DocuSigned by:
For Deloitte Consulting India Private Limited
Pooja Madnani
7CC3FB26DD784F3...
Pooja Madnani
Talent

Authorized Signatory

Effective as of **July 29, 2024**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

DocuSigned by:
Prabhleen Kaur
83648DAA4F05455...

Prabhleen Kaur

Signature | Name

Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10
Sealed Time: 2024.06.28 16:07:32 -07:00

Registrar
The NIMS University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

EXHIBIT A

The definitions below apply to the italicized terms that appear in the Employment Agreement (including the exhibits):

Attest Client – attest client (or an affiliate of such client) of Deloitte & Touche LLP or a *Deloitte Entity*.

Authorized Signatory – a director, officer or other person who is authorized to sign on behalf of a *Deloitte Entity*.

Confidential Information – any information not generally known to the public, in any *Form*, that (1) relates to the operation of a *Deloitte Entity* or provides the *Deloitte Entities* with a competitive advantage, (2) consists of Personally Identifiable Information *(PII)* or other personal information about *Personnel*, client and other third party personnel, independent contractors, subcontractors, agents, vendors, suppliers or others which the Employer or another *Deloitte Entity* receives in the course of business, and (3) all other information entrusted to the Employer or another *Deloitte Entity* by clients and other third parties. *Confidential Information* includes, but is not limited to, *Intellectual Property*, supplier information, designs, business or marketing plans, forecasts and financial information, tax returns, tax identification numbers, agreements, client or prospective client lists, specific information about clients or prospective clients such as preferences for specific products and services, client or prospective client needs based on financial history and past purchases of services, client or prospective client development plans, specific rates charged to a client or offered to a prospective client and other business or client records. *Confidential Information* also includes, but is not limited to, debit or credit card information, employment applications, organization charts, performance ratings and other personnel records.

Deloitte Entity – the Employer, Deloitte LLP, and any corporation, company, partnership, limited liability company or other entity (a) that (i) is owned, directly or indirectly, in whole or in part, by Deloitte LLP (the "Deloitte U.S. Firms"), including but not limited to Deloitte LLP subsidiaries in India, the Deloitte Touche Tohmatsu verein, Deloitte Global Services Limited, Deloitte Global Services Holdings Limited, Deloitte Touche Tohmatsu Limited ("DTTL") or any member firm of DTTL or affiliate thereof (collectively, the "DTTL Member Firms") or (ii) controls, is controlled by or is under common control with any of the entities listed in clause (i); or (b) in which any *Personnel* participated on its behalf, or carried out any duties with respect to its affairs. For purposes of this Employment Agreement, the term "control" (including the terms "controlled by" and "under common control with") means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a person or entity, whether through the ownership of voting securities, by contract, or otherwise.

Deloitte Property – *Confidential Information, Systems*, equipment, debit and credit cards issued in connection with my *Employment*, furniture, facilities and any and all other materials owned, licensed or leased by a *Deloitte Entity*, including, without limitation, computerized or electronic information and all copies thereof in any form or media, created by, furnished to, obtained by or prepared by me in the course of my employment in any capacity.

Deloitte India (Offices of the US) - The following companies shall be deemed to be the affiliates of each other and are collectively referred to as Deloitte India (Offices of the US): (i) Deloitte Consulting India Private Limited (ii) Deloitte Tax Services India Private Limited (iii) Deloitte Support Services India Private Limited (iv) Deloitte Financial Advisory Services India Private Limited and (v) Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited.

Electronic Communications – all text, audio, video, images, information, data, files and attachments created, displayed, sent, received, posted, accessed or stored, whether deleted or not, by means of the *Systems*.

Employment – the nature of my relationship with the Employer or a *Deloitte Entity* pursuant to this Employment Agreement. Alternatively, and depending on context, *Employment* is the period of time during which this relationship persists.

Form - paper, computer disc, USB drive, website; any other tangible or electronic medium by which information may be stored or accessed; and human memory.

Independence – National Office (Independence) of Deloitte LLP.

Intellectual Property - works of authorship (including, without limitation, books, articles, data compilations, software and other copyrightable materials), materials, patents, inventions, designs, techniques, methodologies, processes, discoveries, know-how, ideas, trade secrets, moral rights, trademarks and other indicia of origin together with the goodwill therein, and all patent applications, copyright and trademark applications and registrations, and extensions and renewals thereof, throughout the world.

Intellectual Property Rights – all rights, title and interest in Intellectual Property.

PCAOB – the United States Public Company Accounting Oversight Board.

Personal Creations – *Intellectual Property* that meet all of the following criteria: (1) it is conceived, developed, and created by me on my own time without using *Deloitte Property* or *Personnel* (during work hours), facilities, *Confidential Information* or *Works* of a *Deloitte Entity*, (2) it is unrelated to the actual or reasonably anticipated business or research and development of a

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Deloitte Entity, and (3) it does not result from any work performed by me and the*Personnel* (during work hours) for a *Deloitte Entity*.

Personnel – partners, principals, members, officers and employees of a *Deloitte Entity*.

PII – information (excluding business contact information such as an individual's name and one or more of the following: organization name, organizational title, organizational role, business address, business telephone number (including business cell phone number and business email address) relating to an identified or identifiable natural person. An identifiable natural person is a natural person who can be identified, directly or indirectly, by reference to an identification number or factors specific to his or her physical, physiological, mental, economic, cultural or social identity. Set forth below is a non-exclusive list of information that constitutes PII when such information relates to an identified or identifiable natural person:

- Account number (bank account, credit card, etc.)
- Address
- Biometric identifier
- Certificate or license number
- Date of birth
- Government identifiers (such as PAN)
- Name*
- Personnel Number
- Photograph or video identifiable to an individual
- Vehicle identifier or serial number
- Other information related to an individual that may directly or indirectly identify that individual (e.g., salary, performance rating, purchase history, call history, etc.)

* Note: When an individual's name is used with PII that is not business contact information, it is included in the definition of PII.

Pre-existing Agreements or Arrangements – agreements or arrangements that (1) relate to any*Pre-existing Creations*; or (2) may affect my ability to comply with the requirements of this Employment Agreement, including all contractual and other restrictions or obligations with other parties, including any post-employment restrictions and required notifications to the extent applicable under 18 United Stated Code §207, CFR 3.104-4, and India laws, rules and regulations that may or will impose limitations on my professional activities during my *Employment* (such as any non-compete agreements with prior employers and the one-year ban on lobbying contacts).

Pre-existing Creations – any *Intellectual Property* and *Intellectual Property Rights* that were developed or created by me, alone or with others, or otherwise acquired by me, before the period of my employment in any capacity with the Employer, in which I claim any ownership or right.

Proceedings – past or pending (1) actual or threatened claims or complaints of, or arising out of service to, present or former clients, (2) regulatory, self-regulatory, disciplinary, administrative, civil or criminal investigations, inquiries, charges, complaints, actions, sanctions, alternative dispute resolution proceedings, other proceedings or matters (other than criminal proceedings which relate solely to the operation of a motor vehicle) of any kind or nature, in India or any other jurisdiction, against me, including criminal proceedings arising out of my provision of professional services, proceedings brought by a professional association, or proceedings involving the Securities and Exchange Board of India, United States Securities and Exchange Commission or the PCAOB, other professional bodies like the Institute of Chartered Accountants of India or (3) matters of any kind or nature which could adversely affect my association with the Employer or my ability to perform my duties or responsibilities to the Employer, whether set forth in this Employment Agreement or otherwise, or my registration with or licensure by any governmental, quasi-governmental, or other regulatory agency, body or entity, in or outside the United States or India.

Systems – the communications systems or any part of such systems that a*Deloitte Entity* owns, licenses or operates and approves for use, including, but not limited to, e-mail, text messaging, Lotus Notes, Deloitte Online (eRoom), instant messaging, local area network, wide area network, Intranet (e.g., DeloitteNet, D Street), Internet, extranet, collaborative tools (e.g., blogs, wikis, etc.), laptop and desktop computers, servers, air cards, Personal Digital Assistants, cell phones, telephones and voicemail.

Works - all *Intellectual Property*, in any *Form*, created by me, alone or with others, during the period of my*Employment* that (1) is created within the scope of my *Employment*; (2) relates in any manner to the actual or anticipated business, research, or development of a *Deloitte Entity*; (3) results from any work assigned to or performed by me, alone or with others, for the Employer; or (4) is created with the use of *Deloitte Property*.

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EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the*Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

	Yes, I do have *Pre-existing Creations, Pre-existing Agreements or Arrangements*
X	No, I do not have *Pre-existing Creations, Pre-existing Agreements or Arrangements*

Title	**Date**	**Brief Description**

DocuSigned by:
Prabhleen Kaur
83648DAA4F05455...

Signature

Jun 29, 2024

Date

Prabhleen Kaur

Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Consulting India Private Limited

DocuSigned by:
Pooja Madnani
7CC3FB26DD784F3...

Pooja Madnani
Talent

Its: *Authorized Signatory*

Jun 28, 2024

Date

Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10
Sealed Time: 2024.06.28 16:07:32 -07:00

An *Authorized Signatory's* signature is required only if Pre-existing Creations or *Pre-existing Agreements* or *Arrangements* are listed pursuant to Paragraphs 2 and 11 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment made in light of Paragraph 2 that Pre-existing *Creations*, if any, are described and explained in sufficient detail so that the likelihood of confusion between the employee's *Pre-existing Creations* and the Intellectual *Property* of a *Deloitte Entity* can be avoided or minimized in the future and further indicates that the*Pre-existing Agreements* or *Arrangements* have been obtained and reviewed and that the *Authorized Signatory* is satisfied that such *Pre-existing Agreements* or *Arrangements* will not interfere with the employee's ability to comply with the requirements of this Employment Agreement.

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EXHIBIT C

Proceedings

[none, unless otherwise specified]

	Yes, I do have *Proceedings* to report
X	No, I do not have *Proceedings* to report

My signature below certifies that to the best of my knowledge, the information I have provided above, pursuant to Paragraph 3, is complete and accurate.

DocuSigned by:
Prabhleen Kaur
83648DAA4F05455...

Signature	Name	Date
	Prabhleen Kaur	Jun 29, 2024

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EXHIBIT D

Exceptions to Post-*Employment* Restrictions: re: Clients

[none, unless otherwise specified]

As specified in Paragraph 13, I agree that after a period of three (3) years from my start date or the date of my employment, as the case may be, the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on Exhibit D to support the application of the obligations of Paragraph 12 to those clients.

	Yes, I do have Post-*Employment* Restrictions re: Clients
X	No, I do not have Post-*Employment* Restrictions re: Clients

Name of Client	Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

Deloitte Consulting India Private Limited

DocuSigned by:
Pooja Madnani
7CC3FB26DD784F3...

Pooja Madnani

Talent

Its: Authorized Signatory

Jun 28, 2024
Date

I have read and understood the above policy terms.

DocuSigned by:
Prabhleen Kaur
83648DAA4F05455...

Signature

Prabhleen Kaur
Name

Jun 29, 2024
Date

Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10
Sealed Time: 2024.06.28 16:07:32 -07:00

An *Authorized Signatory's* signature is required only if information is provided pursuant to Paragraph 13 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment that criteria in Paragraph 13 have been fully satisfied, the clients listed have been properly identified, and the kinds of services permitted have been described with sufficient specificity.

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Terms and Conditions of Service

In continuation to our offer of employment with **Deloitte Consulting India Private Limited** (the "Employer"), please note the terms and conditions of service.

The italicized terms in these Terms and Conditions of Service are defined in **Exhibit A** of the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement hereto.

Terms of Service

1. COMPLIANCE WITH INDEPENDENCE, ETHICS AND OTHER REQUIREMENTS

Deloitte & Touche LLP performs attest services for certain of its clients and is subject to the independence requirements of, among others, the United States Securities and Exchange Commission (SEC), the United States Public Company Accounting Oversight Board (PCAOB), and the American Institute of Certified Public Accountants (AICPA). These requirements mandate that certain of the Employer's employees and their relatives be independent of some or all of such attest clients and their affiliates in accordance with the policies of Deloitte LLP and its subsidiaries (the "Deloitte US Entities").

Upon joining the Employer, you will be asked to review a listing of the attest clients and the affiliates of such clients of certain of the Deloitte US Entities and disclose relationships or financial holdings that you or your relatives may have that could affect the independence of the Deloitte US Entities. Any relationships or holdings that conflict with, among other things, the requirements of the SEC, the PCAOB or the AICPA or the independence or ethics policies of the Deloitte US Entities will need to be resolved immediately. Further, you will be required to comply with these policies throughout your career with the Employer, including, when applicable, maintaining a current list of certain of your financial interests (but not their value) in the independence tracking system.

As a condition to your joining the Employer and continued employment, you are required to complete a representation regarding your understanding of, and compliance with, independence and other matters, on a periodical basis (as requested beginning on or prior to the date of you joining the Employer, annually thereafter, and upon certain changes in your role in the Employer), the details of which are provided in the independence representation. An example copy of this representation form is available for your reference on www.deloittenet.com. The representation should be made to the best of your knowledge and ability. It is your responsibility to consult on any matter should you be uncertain or have a question. You are also requested to refer to www.deloittenet.com and *Independence* for more information in this respect. The representations made by you will be subject to an audit and may be reviewed by Deloitte LLP representatives and shared with certain third parties. If you are selected for such an audit, you will need to submit certain personal financial records to Deloitte LLP's internal audit team. Please be assured that Deloitte LLP fully intends to keep all information obtained through the audit process confidential and secure. You hereby give your consent to Deloitte LLP to use the information provided by you for such purposes as provided in the policies regarding independence and ethics.

In the event you (i) do not cooperate or comply with the independence requirements, or (ii) do not complete the necessary representations, or (iii) make inaccurate representation(s); you may be subject to disciplinary action including and up to termination of employment with the Employer.

Please feel free to contact or consult *Independence* should you require any further information or if you have any specific concerns in this respect.

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2. NON DISCLOSURE, NON SOLICIT AND INTELLECTUAL PROPERTY RIGHTS ASSIGNMENT AGREEMENT ("Employment Agreement")

You will be expected to sign the Employer's Employment Agreement. Please contact Talent for further details.

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3. HARRASSMENT POLICY

Administrative Policy Release ("APR") 213 is the Employer's policy prohibiting harassment. Deloitte LLP's subsidiaries located in India ("Deloitte India (Offices of the US)") are committed to providing a working environment that is free from harassment based on caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis, in accordance with applicable Indian central, state or local law. Expressly forbidden are unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Depending on the circumstances, such harassment may also include conduct such as stereotyped or demeaning remarks or gestures or the display or circulation, whether in writing or electronically, of materials or pictures offensive to persons because of their caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis in accordance with applicable Indian central, state or local law. The full policy will be accessible to you on DeloitteNet after joining Deloitte U.S. India.

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4. WORKING HOURS, HOLIDAYS, LEAVES AND MATERNITY BENEFITS

You will be provided with your standard working hours, which may vary over the course of your career. The Employer may, from time to time, subject to applicable laws, require the employee to work beyond these hours.

You shall be entitled to paid holidays and leave as per the Employer's policies.

Women employees are eligible for maternity benefits as per the recent amendments (2017) in the maternity benefit act, 1961, including having 26 weeks of maternity leave with pay, as applicable.

5. RETIREMENT AGE

The age of retirement for employees of Deloitte India (Offices of the US) is 60 years. Your employment will therefore automatically terminate at the end of the month in which you attain 60 years.

6. TRANSFERS

You may be transferred, assigned, or asked to attend training at the offices of a Deloitte Entity or its clients or third parties in India or abroad with or without additional compensation. In such an event, you will also be governed by the terms and conditions of service applicable to the transfer, assignment, or training.

7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **90 Days** by either side and/or salary in lieu of notice period on part of the Employer only.

The Employer expects all employees to maintain the highest standards of professional conduct at all times.

In order to assure orderly operations and provide the best possible work environment, the Employer expects you to follow rules of conduct that will protect the interests and safety of all personnel, including but not limited to the Code of Ethics and Professional Conduct.

In the event of any breach of the Code of Ethics and Professional Conduct, non-performance of a contractual obligation or the terms and conditions laid down in this Annexure, or if you engage in any misconduct whether or not in connection with or affecting the business or affairs of the Employer or the work conduct, as specified by Employer, you will be subject to disciplinary action up to and including termination of your services/ employment with the Employer without any notice or payment in lieu of notice notwithstanding any other terms and conditions stipulated herein.

8. MISCONDUCT

Misconduct may include but is not limited to:

- Irregular attendance: repeated or excessive absence, tardiness or early departures/ late comings without approval.
- Unreported or unapproved absence (including overstay of leave) for more than five consecutive days or deviation from assigned and accepted schedule for more than five days.
- Falsification or manipulation in background verification process or employment records, employment information, or other records prior to or after joining the Employer.
- Falsification or manipulation of Deloitte Time & Expense (DTE).
- Knowingly providing false statements, either verbally or in written form.
- Neglect of normal duties and functions.
- Practices such as reading personal materials during working time, having obscene or inappropriate posters or screen savers at your work station, playing games at your work station, etc.
- Continued discharge of work functions that do not meet the standards reasonably expected.
- Breach of the confidentiality provision in the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement including disclosing to any unauthorized person any *Confidential Information* or *PII*.
- Willful insubordination or disobedience, whether or not in combination with another, of any lawful and reasonable instructions of any member of management or any authorised person.

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- Engaging in unapproved outside employment and activities as defined in APR 218 (US & IND) (https://deloittenet.deloitte.com/About/Policies/Admin/Pages/218_OutsideEmploymentActivities_US.aspx).
- Installing, downloading, copying or duplicating any unauthorized or unlicensed software, programs, games, or attachments on any computer system of the Employer or of any *Deloitte Entity* or its clients.
- Engaging in any illegal activities.
- Workplace violence, including threats of physical violence.
- Corporate credit card delinquencies.
- Causing damage to the property of the Employer, any *Deloitte Entity*, its clients, or their respective personnel
- Going on or abetting a strike in contravention of any law.
- Theft of any property belonging to another, the Employer or any *Deloitte Entity*, or their respective personnel, clients, or visitors
- Possession of firearms, explosives, knives or any instruments that can be used as an injurious or deadly weapon in the workplace or at any *Deloitte Entity* sponsored event.
- Corruption, fraud, or misappropriation of funds.
- Failure to comply with the policies, guidelines, rules and regulations of the Employer or a *Deloitte Entity* as applicable.
- Excessive personal use of the Employer's telephone, fax or computer systems.
- Failure to adhere to applicable laws.
- Any act prejudicial to or in conflict with the interests of the Employer or a *Deloitte Entity*.

The above terms and conditions are based on, and should be read in conjunction with, the Employer's policies, guidelines, procedures and other rules currently applicable, including but not limited to Administrative Policy Releases (APRs) and Deloitte India (Offices of the US)'s other policies, guidelines, rules, and regulations. The above rules are subject to amendments from time to time and the amended rules, policies, procedures, and guidelines would be posted on the Employer's Intranet site i.e. https://deloittenet.deloitte.com/Pages/Home.aspx for employee reference. The policies will be updated from time to time in the future and we deem to have your consent to any and all such changes. Furthermore, upon acceptance of employment with the Employer, you may be requested to read and acknowledge acceptance of various policies and guidelines of the Employer. It is expected that you will read and acknowledge all such communications.

Effective as of **July 29, 2024**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Signed by:
Prabhleen Kaur
83648DAA4F05455...

Signature

Prabhleen Kaur

Name

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

DocuSign Envelope ID: E0C51023-B99F-4B0C-B633-9B0DC3DC0E8B

Deloitte.

Jun 28, 2024

Ms. Prabhleen Kaur

79, Model Colony, Near Maharana Pratap Park,

Yamunanagar, 135001

India

Training Agreement

Dear Prabhleen Kaur:

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Analyst** pursuant to the terms and conditions of your offer letter dated **July 29, 2024**. You made a very favorable impression with everyone you met and we are excited about the possibility of you joining the Company.

As you may be aware, as a condition of employment with the Company, you may be required to travel Overseas to attend a series of training sessions for a period of up to 90 days. This training will be a combination of classroom procedural training as well as on-site training to observe employees conducting similar work at various client locations. This training represents the confidence we have in your ability to be a valuable member of the practice of the Company.

As per Company policy, we kindly bring to your attention that all employees attending training overseas are required to sign a Training Agreement which will obligate the employee to repay a calculated amount of the costs associated with the training, only if the employee resigns his/her position or are terminated for cause within a specified period after completion of the training (usually between 6 to 18 months). This repayment obligation disappears after the specified period of time has lapsed.
We all look forward to seeing you again soon and having you join our team of outstanding professionals.

Sincerely,
For **Deloitte Consulting India Private Limited**

DocuSigned by:
Pooja Madnani
7CC3FB26DD784F3...

By: _____
Signature

Authorized Signatory

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Near Sanganer Airport, Jaipur-302029

N Satheeshkanna

From: Pinki Singh
Sent: 24 June 2024 11:41
To: Vinod Tejwani
Cc: Deepika Joshi; Placements; N Satheeshkanna
Subject: RE: Request for Internship Opportunity for MBA 2022-2024 Batch student at Fortis, Jaipur|| IIHMR University, Jaipur ||

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Sir,

Greetings from Fortis Healthcare Jaipur!

I would like to inform you that, from the recruitment process, the below listed students are selected and please find the details below,

Sr. No.	Prefix	Selected Students	Designation	Yearly Compensation
1	Dr.	Himalaya Raj	Management Trainee	4 LPA
2	Mr.	Prashu Jain	Management Trainee	4 LPA
3	Mr.	Vishnu Saini	Management Trainee	4 LPA

Please advise these students to report to our office on 01st Jul. 2024 at 11:00 Hrs. for the documentation.

Thank you for your collaboration.

Regards,
Pinki Singh
Head – Learning and Development (FEHJ)

Fortis | Care. For good.

Fortis Escorts Hospital
Jawahar Lal Nehru Marg, Malviya Nagar, Jaipur,
Rajasthan - 302017 (India) | 24 hrs Emergency: 0141 254 7000
Tel. : 0141 254 7000 | Website: www.fortishealthcare.com

Scan the QR code to download the myFortis App
Google Play
App Store

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DocuSign Envelope ID: D8558044-70E8-4227-B489-C98A8285AFD8

KhushiBaby

Letter No:KB Admin/HR2023-24/170

Dated: March 11, 2024

Mr. Prateek Dad
Address:- "Krishna Villa"5 Ashok Nagar,
Near Heera Vatika Chittorgarh Rajasthan-312001.
Email id:- prateek.hm27@iihmr.in

Subject: Appointment letter for joining as Product Probationary Associate at Khushi Baby

Dear Prateek,

Khushi Baby is pleased to extend an offer to you for the position of **"Product Probationary Associate"** for a period of 3 months with a consolidated monthly compensation of INR 35,000. A performance review will be conducted upon the completion of the three months in this position with Khushi Baby. Your further continuation with the organization will be determined by your performance and conduct during the probation period, assessed on a 5-point scale rating across 12 performance parameters. A minimum cumulative score of 4.5 will be considered for the extension of services, subject to the sole discretion of KB management

In this position your primary location will be **Jaipur,** with episodic travel to local field areas and other field locations of Khushi Baby (such as Bengaluru/Udaipur etc.) as a part of your JD and regular knowledge enhancement. Modest expenses for lodging and boarding for official travel will be covered by Khushi Baby as per policy. Throughout your association with Khushi Baby, you are expected to adhere to your job description and the contractual clauses that will be mutually agreed upon.

Your date of joining is effective from the day you report to the Jaipur office of Khushi Baby, which should not be later than March 15, 2024. For more information, please reach out to the HR department.

Please sign and return the enclosed copy of this offer letter to indicate your acceptance of the terms and conditions outlined above. We are excited to welcome you to the Khushi Baby team and look forward to your valuable contributions. If you have any questions regarding the policies and procedures, please do not hesitate to contact me.

Regards,

DocuSigned by:
Mohammed Shahnawaz
Mohammed Shahnawaz,
COO, Khushi Baby

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Khushi Baby
6016 Louis Way, El Dorado Hills, CA, 95762, USA
123 Kharol Colony, Fatehpura, Udaipur, 313001, Rajasthan, India
admin@khushibaby.org, +1 281 725 8062, +91 9001469934
www.khushibaby.org

Outlook

RE: Campus Recruitment 2024 passout batch - IIHMR University Jaipur

From Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Date Tue 3/19/2024 4:16 PM
To Ajay Sharma <ajay@khushibaby.org>
Cc Urvashi Goud <urvashi@khushibaby.org>; Mohammed Shahnawaz <shahnawaz@khushibaby.org>; Anita Thapa <anitathapa@iihmr.edu.in>; N Satheeshkanna <satheeshkanna@iihmr.edu.in>

1 attachment (99 KB)
Khushi Baby_NOC_IIHMR University, Jaipur.pdf;

Dear Sir,

Greetings from IIHMR University Jaipur!

Please find attached the NOC for all the selected candidates.

With Regards,

IIHMR UNIVERSITY

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in| **W:**
www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

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From: Ajay Sharma <ajay@khushibaby.org>
Sent: Wednesday, February 14, 2024 1:22 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Urvashi Goud <urvashi@khushibaby.org>; Mohammed Shahnawaz <shahnawaz@khushibaby.org>
Subject: Re: Campus Recruitment 2024 passout batch - IIHMR University Jaipur

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Tejwani sir,

Following candidates have been finalized on the position of "Public Health Probationary Associate" with the offers mentioned in brackets with the respective candidate's name. We will give them offer letters very soon starting their joining from 15th March 2024.

1. Vaishnavi V - Probation of 3 months (35K INR per month) -
2. Anushruti Saxena- Probation of 3 months (35K INR per month)
3. Prateek Dad- Probation of 3 months (35K INR per month)
5. Sheetal Sharma- Probation of 3 months (35K INR per month)
6. Khushboo Gupta- Internship for 3 months (15K INR stipend per month)

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On completion of their 3 months' tenure, a review of performance of these candidates will be undertaken. Based on the review's result, the full time offer MAY be provided to them to continue on the same or revised role.

Please note that mentioned compensation is consolidated in hand and may be revised (45K per month) on completion of three months tenure, which, however, will solely depend on how well they perform during the first three months of association.

These students have been intimated about their selection in KB and this email is for your official note.

I would like to take this opportunity to thank you for your continuous support and cooperation throughout the process. Please feel free to contact us if any further information is needed in this regard.

Best regards, .

Important: This email contains confidential Information; if you are not an intended recipient, disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.

Ajay Sharma
Lead- Admin & HR
Khushi Baby
KhushiBaby
+919829442079
ajay@khushibaby.org
www.khushibaby.org
Great Place To Work. Certified OCT 2023 - OCT 2024 INDIA

On Mon, Feb 12, 2024 at 2:27 PM Vinod Tejwani <vinodtejwani@iihmr.edu.in> wrote:

> Dear Sir,
>
> Thanks a lot.
>
> Nayonika Singh is already placed with other organization. This is for your information please.
>
> **With Regards,**
>
> IIHMR UNIVERSITY
>
> **Vinod Tejwani**
> **Dean- Placements & Alumni Relations**
>
> A: IIHMR University | 1, Prabhu Dayal Marg,
> Near Sanganer Airport, Jaipur – 302029
> E: vinodtejwani@iihmr.edu.in | W: www.iihmr.edu.in
> M: +91 9891393008, 9929754987
> P: +91 141 3924700 (213)
>
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Intern Agreement

SAP No: 278939

This Agreement covers engagement of an intern for a specific and limited duration in relation to the activities and projects being implemented under the Indo-German Bilateral Technical Cooperation Agreement between the Federal Republic of Germany and the Republic of India.

This Agreement is entered into on 26th day of March 2024 by and between The GIZ Office India, at 46, Paschimi Marg, Vasant Vihar, New Delhi - 110057 (hereinafter the "GIZ") and

Name (The Intern)	Pratik Taran
Date of Birth	17/11/1995
Nationality	Indian
Address	44B, B.C. Chatterjee Street, Backside of C.S.T.C. Depot, Lokenath Park, Belgharia, North 24 Parganas, West Bengal - 700056

Project: Indo-German Programme on Universal Health Coverage (IGUHC)

PN: 23.2222.0.001.00

1. **The intern shall be expected to carry out the following tasks, but not limited to those listed below, during the internship period:**

- Assist the Health Advisor and the team with activities related to but not limited to:
  - Monitoring and evaluation
- Conducting research, data analysis, and preparing good quality analytical reports.
- Attend team meetings and contribute insights.
- Coordination with National Health Authority (NHA) for regular activities.
- Other duties as assigned by the supervisor.
- Support other partnerships-related activities as needed.

2. **Deliverables:** Final report on the support provided by intern to the project. The report shall be prepared in close consultation with GIZ.

3. **Duration:** 01 April 2024 – 31 August 2024

4. **Place of work:** GIZ Project Office, B5/1, Safdarjung Enclave, New Delhi - 110029

5. **Reporting:** Mr Amit Paliwal

6. **Stipend:**

- The intern shall receive for his/her contribution the Stipend of INR 18,000/- per month and INR 5,000/- per month to be paid in lumpsum for local travel.
- Taxes as applicable may be deducted from the stipend and allowances/reimbursements in accordance with law.
- Travel expenses and other similar expenses shall be reimbursed, by the GIZ, in accordance with negotiated travel cost.

7. **Accommodation:** The intern is expected to arrange for his/her accommodation at the place of assignment.

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8. The intern shall maintain absolute Confidentiality regarding GIZ, the work it undertakes, its assets and policies.

The intern shall be expected to sign a Confidentiality Agreement, which is a prerequisite for acceptance of this internship and shall be bound by it, beyond the internship period.

The Intern shall with full care and diligence perform his/her duties at all times following all directives and policies of the GIZ in respect of performance of duties with safety and care. The intern shall promptly and rapidly bring to the GIZ's attention all safety violations and and work related incidents. The GIZ shall not be liable in case of any work related incident or mishap/accident that is attributable to any action or lack of due care on the part of the intern. Without prejudice to the above, in all events the liability of the GIZ shall not exceed the amount determined in accordance with the provisions of the Workmens Compensation Act and as covered by the insurance policies procured by the GIZ to cover accidents and mishaps arising directly from work related duties or responsibilities.

This agreement between **Indo-German Programme on Universal Health Coverage (IGUHC)** and **Pratik Taran** (the intern) is a temporary agreement and shall not be deemed to be a contract of employment.

Acceptance

The intern has recieved this offer upon his/her application for internship to GIZ and has understood the terms and conditions of this offer and accepts to be bound by the above-mentioned conditions and all addendums/annexes to this offer, by affixing his/her signature, hereinbelow.

Amit Paliwal Project Manager	**Punam Gupta** Acting Head of Human Resouces	**Pratik Taran** Intern

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PrimEra

EMPLOYMENT OFFER

27/05/2024

Dr. PRATYUSHA MOHANTY
Gopabandhu Lane,Arunodaya Market,Cuttack Sardar,Cuttack,Odisha - 753012
Odisha
India
753012

Dear Dr. PRATYUSHA MOHANTY,

With reference to your application for employment and interview and further discussions, we are pleased to offer you employment as **Associate Analyst** in **PrimEra Medical Technologies Private Limited**.

1. **Date and place of Joining:**

You are expected to join on **29/05/2024** You are required to complete the Joining Formalities and the documents required are mentioned in Annexure – A along with other Terms.

Your place of posting will be at Hyderabad - CV Heights.

2. **Salary:**

Your CTC will be INR **600000/- (Rupees Six Lakh Only**) Which includes Gross Salary of INR **578400/- per annum**. Statutory deductions will be applicable as per prevailing laws viz., Income tax, PT, PF, ESI etc. All perquisites and benefits including reimbursements are subject to Income Tax provisions, which may be applicable, including taxation on perquisite value. Detailed Salary Breakup available in Salary Annexure.

3.**Conditions for the Employment offer:**

Further to inform that, The company will conduct Back ground verification including but not limited to Education, previous employment and criminal records etc.,. In the event of statements and documents furnished at any stage of the recruitment or during employment founds false, misleads, omission or suppression of facts or if the company receive or notice adverse report against you that may detrimental to interest of the company, then the company shall have a right to terminate your employment at any point of time without giving a notice, nor any payment for any work done or in lieu of as stipulated any document, notwithstanding any other terms and conditions envisaged in any document. The company reserve the rights to initiate the action against you in the court of law as they deem fit for criminal breach of trust.

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4.**Offer Validity:**

This offer of employment is valid for 24 working hours from the date of intimation to the candidate by any digitalized communication.

This letter of offer is based on the information furnished in your application and during the interviews you had with us. If, at any time in future, it comes to light that any of this information is incorrect or any relevant information has been withheld, then your employment is liable to be terminated without notice.

5. **Authorized Representative:**

The authorized representative on behalf of the company to issue the letter of employment offer to be signed and stamp by the designated persons

5.1 Human Resource Department

Kindly, refer to enclosed **Annexure A** for the terms and conditions of the offer.

We wish you a long and successful career at PrimEra.

Authorized Signatory
Sridevi Menon
Associate Director - HR
Date: 27/05/2024

I declare and acknowledge that have read the letter of employment offer and understood the content and obligation. I have signed this offer without any coercion and free of mind to accept the same.

Signature of Candidate:
Date:
Place:
Note: (Attach a valid document to verify the signature)

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ANNEXURE A

High Level Employment Terms and Conditions

- This Offer is valid only if accepted within 24 hours; else offer is deemed to have been cancelled
- You will be on full time employment with PrimeEra and during the tenure of employment, you should not undertake any direct/indirect business/work/assignment, whether honorary or for payment
- You will retire from the PrimEra Services on reaching the age of 60 years or earlier if found medically unfit. Your date of birth already given by you in your application form would be treated as binding and final.
- Your job is transferable and the Company reserves its right to require you to work in any shifts from any of its offices or client location, whether in India or Abroad.
- Your employment is subject to the Company receiving satisfactory references from the references provided by you and (OPTIONAL) your successful pre-employment medical check-up.
- Your salary/compensation details are strictly confidential between you and the Company. It should not be disclosed or discussed with any other person or official in the company or outside unless required for disclosure as per statutes.

Documents Required

Educational Certificates:

A) SSC (Board of secondary education)

B) 10+2 (Board of higher secondary)

C) Graduation (Provisional Certificate, Consolidated Memo, University Certificate)

D) Other Highest Qualification (Provisional Certificate, Consolidated Memo, University Certificate)

Employment Certificates

A) Relieving Letter of all the previous employments

B) Latest 3 months Pay Slips from last employer

C)From 16 of Previous Financial Year from previous employer

Other Documents

- Passport / ID Proof / Aadhar Card
- Aadhar & Pan Card Copy is Mandatory for salary processing
- 4 Copies of passport size photographs
- PF and UAN Details – Previous Employer
- KYC details (Any 4 of the following 8 documents details required)
- Bank Account (Any savings account)/ NPR / Passport / Driving License/ Voter ID Card/Ration Card / ESIC Card
- Current Address proof.

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Contact details

- Mobile Number linked with Aadhaar
- Person name and contact number for Emergency contact
- At the time of joining employment, you shall sign and accept o Terms and conditions of employment

PrimEra

SALARY ANNEXURE

Name: Dr. PRATYUSHA MOHANTY

Designation: Associate Analyst

COMPENSATION DETAILS

Salary Components	INR - Monthly	INR - Annualized
Salary Components		
Basic	25000	300000
HRA	10000	120000
Other Allowance	0	0
Special Pay	11200	134400
Statutory Bonus.	2000	24000
Sub Total	**48200**	**578400**
Employer Contribution		
PF & EPS - Employer Cont.	1800	21600
Sub Total	**1800**	**21600**
Reimbursements		
Retention Bonus	0	0
Sub Total	**0**	**0**
Cost to the Company	**50000**	**600000**
Deduction		
PF (Employee Contribution)	1800	21600
Professional Tax	200	2400
Sub Total	**2000**	**24000**
Net Take Home (Excluding Applicable Taxes)	**46200**	**554400**

Notes: Details of Benefits offering by the company

1. Bonus/Statutory Bonus, if applicable as The Payment of Bonus Act, 1965, shall be paid in 12 equal monthly installments in advance
2. Gratuity is applicable as per Payment of Gratuity Act 1972
3. Benefits – PrimEra Medical Technologies Pvt Ltd., will provide Medical Insurance for self, spouse and up to 2 kids. Also provide Accidental insurance for employee only
4. Reimbursements - Travel, Relocation, Certifications, Trainings/ Cab Facility/ Meal Card/ Insurance/Allowances/Bonus are as part of the Company Policy in force from time to time and may be altered/modified at any time without any prior notice
5. Company is providing the Meal card as per the policy which is not salary component.
6. Salary Structure of The Company may be altered/modified at any time without any prior notice and your remuneration and other terms may accordingly be altered/modified from time to time.



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- Employment, Invention and Confidential Information Agreement
- The detailed list of job related accountabilities and work-related terms and conditions including the code of Ethics and detailed break of CTC would be provided along with the Appointment letter

PrimEra Medical Technologies Private Limited

Sridevi Menon
Associate Director - HR

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Infosys®
Navigate your next

HRD/COV/ 1007855300/24-25

October 8, 2024

Dr. Preeti Bharti
CMs Teachers and Constable Society,
Sector 26, Pratap Nagar,
Jaipur-302033, Rajasthan
India
Ph: +91-7061844365

Dear Preeti,

Welcome to Infosys!

At Infosys, our purpose is to amplify human potential and create the next opportunity for people, businesses and communities. Our employees are key to realizing this. It is our continuing ambition to find and retain people who believe in our values and share our desire to build a great company.

It is therefore with great pleasure that we offer you the position of **Associate Consultant** with Infosys Limited (hereinafter referred to as **"Company"** or **"Infosys"**).

Please see enclosed the offer of employment.

The offer of employment shall remain valid for a period of 14 (fourteen) calendar days from the date of the offer of employment unless withdrawn by the Company at any time before your explicit acceptance.

The offer of employment shall be deemed to have been rejected by you, in the event : (i) you fail to communicate your acceptance to the offer within 14 (fourteen) calendar days from the date of the offer of employment where you have not been granted any extension of time by Infosys to communicate your acceptance; or (ii) you notify Infosys in writing that you are rejecting the offer of employment or (iii) you do not join the Company at the Location specified below or any other location that may be informed to you.

Please note that all the employees of Infosys are required to be double vaccinated against Covid-19 unless an exemption exists, for which satisfactory medical evidence will need to be submitted to Infosys at the time of joining.

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

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.09 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

Warm regards,

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

INFOSYS LIMITED
SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village
Singapore Township PO, Ghatkesar Mandal
Rangareddy District, Hyderabad 500 088, India
T 040 40600000
F 040 666341356

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

Company Confidential - This communication is confidential between you and Infosys Limited

HRD/ 1007855300/24-25

October 8, 2024

Dr. Preeti Bharti
CMs Teachers and Constable Society,
Sector 26, Pratap Nagar,
Jaipur-302033, Rajasthan
India
Ph: +91- 7061844365

Dear Preeti,

The details of your offer of employment with the Company, are mentioned below:

1. Role Designation : Associate Consultant

2. Role : Associate Consultant

3. Job Level : 4

4. Joining Date

Your scheduled date of joining the employment is **October 14, 2024** .

5. Location

Your location for employment is **HYDERABAD (SEZ)** , SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village Singapore Township PO, Ghatkesar Mandal Rangareddy District, Hyderabad 500 088, India.

You may be asked to relocate to any of the Company`s units, departments or the offices of the Company`s affiliates* and/or the offices of the Company`s customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant policies of the Company in that work location.

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

**For the purpose of this offer of employment, `Affiliate` means an entity that controls, is controlled by, or is under common control of the Company. `Control` includes the right to appoint majority of the directors or to control the management or policy decisions exercisable by a person or persons acting individually or in concert, directly or indirectly by virtue of their shareholding or management rights or shareholders agreements or voting agreements of in any other manner.*

INFOSYS LIMITED
SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village
Singapore Township PO, Ghatkesar Mandal
Rangareddy District, Hyderabad 500 088, India
T 040 40600000
F 040 666341356

Corporate Office:
CIN: L85110KA1981PLC013115
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Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com

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6. Probation and Confirmation

You will be on probation for a period of 6 (six) months from the date of joining the Company. During your probation, you will be continuously assessed for your suitability to continue in service. In evaluating your suitability, your adherence to the Company policies and applicable laws will also be considered. Notwithstanding anything stated herein, and without limiting the rights of the Company, the Company would be entitled to terminate your services immediately without any notice during your probation, for the occurrence of any action/omission, including but not limited to the following:

(a) for failure to submit the documents required by the Company, details of which are enclosed in Annexure - IV;

(b) for failure to pass background checks to the satisfaction of the Company, including inability to prove employment with previous employers (i) by way of submission of statement of bank account which evidences salary payments by the previous employer, or (ii) statement of provident fund account which evidences contribution of provident fund by the previous employer, or (iii) submission of Form 16/Income tax returns filed, as issued under the Income Tax Act, 1961 or any other applicable law;

(c) for failure to perform the duties that you are capable of performing and as required by the Company;

(d) for any action/omission which may render you unsuitable for the role, as determined by the Company; and

(e) for any other reason, as considered appropriate by the Company.

Your probation shall be confirmed only upon a written communication from the Company.

7. Duties

You will perform day to day duties and activities in accordance with the job description for your Role, as well as other duties you are capable of performing, as required by the Company.

Your position, duties and reporting lines may be changed by the Company as required, from time to time, and you will be informed in writing of those changes.

Unless you are informed otherwise, these terms will continue to apply to you, even though your position, duties and reporting lines may change.

8. Leave

You are entitled to earned leave, right from your date of joining. You will be eligible for 15 (Fifteen) working days of leave annually, during probation. On confirmation, you will be eligible for 20 (Twenty) working days of leave annually.

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

The Company`s policies also provide for Maternity, Paternity and Bereavement leave. Further details will be provided to you at the time of joining.

9. Promotion and Progression

The Company is committed to a performance-based culture. Career progression and increments in your salary will depend significantly upon your performance and demonstrated achievement of agreed business outcomes and desired professional behaviour. A formal assessment of your performance will be periodically conducted in line with the Company`s performance appraisal process with which you will be required to become familiar with, and in which you will need to participate.

10. Compensation and Benefits

Salary

Your Fixed Salary including retirals will be **INR 63,751 per month** and Total Gross Salary inclusive of the Performance Bonus and retirals will be **INR 70,834** per month. Your salary is based on the work performed by you and includes an amount to compensate you for any reasonable additional hours worked by you. The break-up of your salary has been provided in the Compensation Details sheet at Annexure - I.

Basket of Allowances (BOA)

The Basket of Allowances is part of your Fixed Salary.

Youwill have the flexibility of choosing the components of your BOA and the amounts under each of such components that you have chosen, as per the options provided to you on the Company`s intranet.

Performance Bonus

You will be eligible for a Performance Bonus (as per the Company`s Bonus Plan) of **INR 7,083** per month, at a maximum payout of 100%. The Company operates a non-contractual Bonus Plan linked to your performance, Company`s performance and your unit / department`s performance. Any Performance Bonus amount awarded shall be entirely at the discretion of the Company. The Company reserves the right to amend the non-contractual Bonus Plan at any time. The break-up of your salary has been provided in the Compensation Details sheet at Annexure - I.

Guaranteed Performance Bonus

For the first 6 (six) months of your employment with the Company, you will be paid **50%** of your Performance Bonus amount as mentioned in the above clause (Performance Bonus), as a Guaranteed Performance Bonus. The Performance Bonus mentioned in above clause is inclusive of, and not in addition to Guaranteed Performance Bonus.

Ex - Gratia / Bonus

You will be eligible for an ex - gratia/ bonus payout which is calculated at 20% of the basic salary as mentioned in the Compensation Details sheet at Annexure - I of this offer of employment. The mode of payment will be as follows:

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

National Pension Scheme

The Company offers all India based employees the option to contribute towards the national pension scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks.

Insurance

Health Insurance: You will be eligible to participate in a Group Health Insurance Scheme and covered by default under the standard health insurance plan as per the applicable Company Health Insurance Policy. You may also choose to enhance the benefits with other participatory optional health insurance plans.

Life Insurance: You will be covered under the Group Life Insurance Scheme, managed by Infosys Employee Welfare Trust (**"Trust"**). The Trust is established for the benefit and welfare of the employees of the Company and provides assistance to the employees in various forms including but not limited to extension of medical facilities. All employees become members of the Trust, by a one-time payment of **INR 250** and a fixed monthly contribution of **INR 325** which may increase from time to time. Youhereby provide consent for such amounts to be deducted from your monthly salary.

The details of the scheme(s) would be available to you when you join the Company.

11. Work Health and Safety

11.1. You agree to comply with all the directions and instructions emanating from the Company regarding health and safety and shall also take all reasonable steps to ensure that you do not undermine your health and safety or the health and safety of any other person during the period of your employment with the Company.

11.2. You hereby acknowledge and agree that you are medically fit, at all times, to discharge the role and duties entrusted to you by the Company. In the event, the Company has any concerns about your fitness to work at any point in time, the Company may require you to consult and/or undergo a medical examination with a registered medical practitioner as nominated by the Company. You hereby agree to provide the Company with a copy of any such medical reports/results and/or authorize the Company to communicate with the concerned medical practitioner regarding your fitness to return to work. In the event, you are declared medically unfit to discharge your role and duties by a registered medical practitioner or you fail to discharge your role and duties on account of your continued ill health/prolonged illness, your employment may be terminated in accordance with the Company procedure.

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11.3. You hereby acknowledge and agree that in the event you contract any infectious or contagious disease, you will immediately report this information to your manager and/or the BP-HR and upon the Company`s direction, you shall not enter the office of the Company or that of the customer, until permitted to return. The Company also reserves the right to refuse entry into the workplace to any individual who is deemed by the Company to be unfit at its sole discretion, in the interest of providing a safe and hygienic environment for all the employees and third parties visiting the workplace. You hereby agree that during such period when you are not working, you will be on earned leave and upon exhaustion of the earned leave, on unpaid leave.

11.4. You may be required to provide the Company with a medical certificate from a registered medical practitioner to verify a leave claim made on account on sickness.

12. Notice Period and Termination of Employment

Prior to the commencement of your employment with the Company, this offer of employment may be terminated by the Company without any notice to you.

During your probationary period and post confirmation of your employment with the Company, you will be required to give 3 (three) months` notice or salary thereof in case you decide to leave the services of the Company, subject to the Company`s discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the 3 (three) months` notice period. Similarly,the Company can terminate your services with immediate effect and on such termination the Company can give you 3 (three) months` notice or salary thereof.

Your services can be terminated without notice or payment in lieu of notice, at any time, for the occurrence of any of the below act(s)/omission(s), including but not limited to the following:

(a) engagement in misconduct;

(b) loss of confidence by the Company;

(c) engagement in any conduct which brings or may bring the Company into disrepute;

(d) convicted of an indictable offence or enter a plea of guilty to a charge brought for an indictable offence;

(e) in any other circumstance, in which the Company has the right to do so in accordance with the applicable law in force, including any significant breach of the terms and conditions of your offer of employment and/or breach of the Company policies.

13. Garden Leave

The Company may place you on paid leave and direct you to comply with all or part of the following in such circumstances including but not limited to, following the notice to terminate your employment by either party:

(a) not to perform any duties for part or all of the notice period or be employed or engaged in the conduct of any activity of the Company;

(b) not to enter the premises of the Company;

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(c) not to contact or have any communication with customers, prospective customers, employees, consultants, prospective investors, suppliers, distributors, shareholders, agents, representatives or other business contacts of the Company; and/or

(d) remain available to be called upon during your ordinary hours of work as specified by the Company.

During such period, the Company may appoint 1 (one) or more persons to replace you in the performance of the duties of your position.

During such period, the Company shall continue to pay you, your salary and provide your contractual benefits, but shall have no obligation to provide you with any work or opportunities to earn/accrue incentives/commission over and above your salary and all duties of your employment (express and implied) will continue, including but not limited to your duties of fidelity, good faith and exclusive service.

14. Termination Obligations

If your employment is terminated, then you must immediately return all confidential information and any other property of or relating to the Company or the customer, subsidiary or associated companies of the Company which you may have, without retaining any copies of the same.

On termination of your employment for any reason:

(a) you must repay all the monies owed to the Company;

(b) the Company will pay all entitlements owed to you; and

(c) the Company can, to the maximum extent permitted by law, withhold and set-off any amount owed by you under sub-clause (a) from or against any amount owed to you under sub-clause (b).

In the event your employment is terminated due to misconduct while on secondment, to an affiliate of the Company, or any third party, then your employment with the Company shall also stand terminated.

You hereby acknowledge and agree that any statutory or other `last in, first out` rule or any modification thereof shall not apply to you in the event of termination of your employment with the Company for any reason.

15. Deductions

During the course of your employment, you authorize and permit the Company to make any deductions, as required, from your salary in accordance with the applicable law and Company policies. The deduction can include but not be limited to: (a) personal calls made through phone provided by the Company; (b) personal expenses incurred on a Company-issued credit card; (c) recovery of any owed amounts to the Company; (d) personal use of Company-provided facilities; (e) recovery of any tax amounts paid by the Company.

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16. Background checks

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

You acknowledge and agree that the aforementioned information and/or documents provided by you to the Company are true, complete and correct and you have not withheld any information from the Company that would affect your ability to successfully carry out your employment with the Company.

If you fail to submit the necessary information and/or documents as required by the Company within the specified time period or if the Company is not satisfied with the outcome of the background checks, or if the Company finds at any time that any information and/or documents given by you are not correct, true or complete in all respects, the Company may at its discretion and to the fullest extent permitted by applicable law, revoke this offer of employment prior to your acceptance, or terminate your employment without notice or payment of compensation.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information and/or documents including but not limited to: (i) statement of bank account which evidences salary payments by previous employer, or (ii) statement of provident fund account which evidences contribution of provident fund by previous employer, or (iii) submission of Form 16/Income Tax Returns issued/filed under the Income Tax Act, 1961 or any other applicable law, or (iv) proof of submission that your Aadhaar number is linked with your Universal Account Number (**"UAN"**) as issued by the Employees` Provident Fund Organisation, India.

Please note that the Company requires you to furnish a copy of your passport at the time of joining.

17. Conflict of Interest

You agree to cease any existing engagement, whether full-time or part-time, as director / partner / member / employee / sole proprietor of any other organization / entity / sole proprietorship engaged in any form of business activity or public or charitable endeavour prior to joining the Company. You agree to ensure that your last working day with such organization/entity, whether full-time or par-time, is at least one working day prior to your start date with the Company.

You agree not to be, whether full-time or part-time, a director / partner / member / employee / sole proprietor of any other organization / entity / sole proprietorship engaged in any form of business activity or public or charitable endeavour, at any time during the course of your employment with the Company, without the written consent of the Company and to avoid situations that may lead to absenteeism, tardiness, conflict of interest or poor job performance. The consent may be given subject to any terms and conditions that the Company may think fit and such consent may be withdrawn at any time at the discretion of the Company.

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18. Other terms and conditions

18.1. You agree that your primary graduate educational degree and where applicable your post-graduate educational degree which are relevant to the role offered to you is secured under a regular full-time program and not through any distance learning and/or part time program. You further agree and acknowledge that all your educational degrees are secured from educational institutions approved by University Grants Commission (UGC)/ All India Council for Technical Education (AICTE)/ Association of Indian Universities or such of its successors. The Company reserves the right to recognize any educational degree or diploma secured from any other educational institution, in its sole and absolute discretion.

18.2. You hereby agree to provide the Company with the information and/or documents, as required, to enable the Company generate a UAN at the time of joining the Company where you do not have an existing UAN.

18.3. You hereby acknowledge and agree that, at all times during the course of your employment with the Company, you will act in compliance with your obligations under Section 142 of the Code on Social Security, 2020 or such other law, which requires you to establish your identity through your Aadhaar number provided to you under the provisions of the Aadhaar (The Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 or any other law in force for time being.

18.4. Subject to applicable laws, you shall communicate to the Company within a period of 2 (two) working days, in the event of any change in your citizenship status and/or your ability to lawfully work in India. Subject to applicable laws, you also consent to and agree that the Company may, at any time during your employment, perform a check on your citizenship status, and confirm your right to work in India.

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

18.6. You hereby agree that based on the nature of your work and business requirements, you may be required to work on rotational shifts including night shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company will be made applicable to you.

18.7. You hereby agree and acknowledge that, at all times during the course of your employment with the Company, you will physically report to work at your location for employment, as mentioned in Clause 5 of this offer of employment, unless otherwise communicated to you by the Company. In the event, you fail to physically report to work at your location for employment in disobedience of the Company`s direction to report to work without any justifiable reasons, the Company reserves the right to initiate appropriate action against you.

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18.8. The Company may at any time or times, in the event of a fire, catastrophe, natural or man-made disasters, breakdown of machinery, communication equipment, statutory restrictions, failure / stoppage of the power supply, epidemic, pandemic, civil commotion, shortage of orders or other trade reason, financial difficulty, economic conditions, or any other cause which is beyond the reasonable control of the Company, suspend work, close down any department or departments wholly or partially for any period or period. You hereby agree to be on earned leave and upon exhaustion of the earned leave, on unpaid leave for the period you have been laid off by the Company.

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

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

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

18.12. The waiver by the Company of any breach of any term of this offer of employment will not prevent the Company from subsequently enforcing that term and it will not be deemed a waiver of any subsequent breach.

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

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

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

Yours sincerely,

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

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

Date: _____, 20_____

_____
Sign your name

_____ _____
Insert your name Location

Annexures: Compensation Details (Annexure I)
Customer Connection Agreement (Annexure II)
Confidentiality and Intellectual Property Rights Agreement (Annexure III)
List of Documents (Annexure IV)

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

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ANNEXURE - I

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Dr. Preeti Bharti**
ROLE	**Associate Consultant**
ROLE DESIGNATION	**Associate Consultant**

1. MONTHLY COMPONENTS	
BASIC SALARY	31,880
BASKET OF ALLOWANCES	20,136
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	6,057
MONTHLY SALARY	**58,073**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	319
FIXED SALARY (1+2)	**58,392**

3. PERFORMANCE BONUS	Performance Bonus Amount as mentioned in Clause
PERFORMANCE BONUS	**7,083**

TOTAL GROSS SALARY (INCLUSIVE OF PERFORMANCE BONUS) (1+2+3)	**65,475**

4. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	3,826
GRATUITY - 4.81% of Basic Salary*	1,53
COST TO COMPANY (1+2+3+4)	**70,834**

OTHER BENEFITS

Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SOFT LOAN	Fifty Thousand (without security)	@7%	12	Nil

All the above benefits are as per Company's policies,which are subject to change from time to time.The Company in its sole and absolute discretion can restructure the components of the Fixed Salary, without changing the Total Fixed Salary. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.

* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act or the Code on Social Security, 2020, as may be applicable.

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ANNEXURE - II

CUSTOMER CONNECTION AGREEMENT

I _____accept employment with Infosys Limited (**"Infosys"**).

I hereby acknowledge and agree that, for a period of six (6) months following the termination (whether voluntary or involuntary) of my employment with Infosys for any reason, I will not work for or provide any services to a Customer, either directly or indirectly in any Capacity.

For the purposes of this Customer Connection Agreement (**"Agreement"**):

"Capacity" shall include working for or providing any services as an agent, consultant, director or employee to the Customer and/or to any contractor or any supplier of the Customer.

"Customer" means any person, firm or entity or its affiliates or its successors-in-interest, who is a client of Infosys and/or its affiliates and with whom I had worked or dealt in a professional capacity at any time during the twelve (12) months immediately preceding the termination of my employment with Infosys.

Employee Signature:

Employee Name: Preeti

Kumari

Acknowledged by Infosys Limited:

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

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ANNEXURE - III

CONFIDENTIALITY AND INTELLECTUAL PROPERTY RIGHTS AGREEMENT

This Confidentiality and Intellectual Property Rights Agreement (hereinafter referred to as **"Agreement"**) is entered into on October 14, 2024 (hereinafter referred to as **"Effective Date"**), at H No 129, Street No 07, D -Block, Dayalpur,, Karawal Nagar Road, , DELHI by and between:

Infosys Limited, having its registered office at No. 44, Hosur Road, Electronics City, Bengaluru, Karnataka (hereinafter referred to as the **"Company"**)

AND

Preeti Bharti, residing at CMs Teachers and Constable Society, Sector 26, Pratap Nagar, Jaipur-302033, Rajasthan (hereinafter referred to as **"Employee"**)

RECITALS

1. The Company and the Employee are entering into, an employment relationship.

2. In the course of that relationship, the Employee may gain access to or use confidential information and other valuable and protectable information of the Company and its customers, suppliers or vendors.

3. The Employee agrees to deal with confidential information in accordance with the terms of this Agreement.

In consideration of the employment provided by the Company and other mutual promises and agreements contained herein below, the receipt and sufficiency of which are hereby acknowledged, the Company and the Employee agrees as follows:

1. CONFIDENTIAL INFORMATION

1.1 Confidential Information means and includes non-public information and information which is confidential including proprietary information and other information related to the business of the Company, its affiliates or any third parties with which the Company associates such as customers, suppliers, whether or not such information is expressly marked or designated as confidential information and includes but is not limited to:

(a) trade secrets; financial information; contracts; technical data; business data; customer lists, supplier lists; information relating to the management, personnel, strategies or policies of the Company and systems processes, methods, pricing and products of the Company.

(b) Information created or developed by the Employee in the course of employment with the Company, including the strategies, correspondence, reports, articles and other documents, artwork plans, designs, software and discoveries.

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(c) information supplied by, relating to or confidential to any other persons.

(d) information that has an actual or potential value to the Company, where the Employee has received, created or developed that information: (i) in the course of employment with the Company (whether or not prior to the date of this Agreement); or (ii) as a result of, or aided by, the existence of an employment relationship with the Company or any of its related body corporates, whether existing or having ceased to exist.

(e) any information which could be reasonably expected to be considered as confidential.

(f) any copies, summaries or notes of confidential information and any other materials incorporating, or derived from, confidential information.

1.2 Confidential information does not include any information that is, or becomes, public knowledge without any fault of the Employee.

1.3 The Employee`s obligations under this Agreement shall cease to apply in respect of any confidential information the disclosure of which is required under the applicable law in force or pursuant to a valid order of a court of competent jurisdiction or an authorized government agency, provided that the disclosure does not exceed the extent of disclosure required by such law, regulation, or order.

2. CONFIDENTIALITY OBLIGATIONS

2.1 The Employee agrees and acknowledges that during the course of her employment with the Company, the Employee shall use and have access to confidential information that are not a matter of public record, solely by virtue of her employment and for the purpose of enabling the Employee to discharge her obligations towards the Company as an employee.

2.2 The Employee agrees and acknowledges that the confidential information will not be disclosed by him to any person without the prior written approval of the Company. The Employee must not disclose confidential information to another employee of the Company except on a need-to-know basis and only with the prior approval of the reporting manager of the Employee.

2.3 The Employee agrees to maintain strict confidentiality in respect of all the confidential information both during his/her employment and subsequent to his/her employment with the Company.

2.4 The Employee must take all reasonable precautions to prevent an unauthorised disclosure of confidential information, including the following:

(a) the Employee must at all times store confidential information safely and securely; and

(b) the Employee must not remove confidential information from the premises at which it is stored except where it is necessary to do so.

2.5 The Employee agrees to assist in any legal proceedings initiated to protect confidential information.

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2.6 The Employee shall, upon termination of her employment or at the request of the Company, immediately deliver all media embodying confidential information that is in the Employee`s possession, custody or control, without retaining a copy of the same.

2.7 The Employee agrees to comply with any other reasonable obligations relating to confidential information, as required from time to time by a customer or supplier or vendor of the Company.

3. INTELLECTUAL PROPERTY RIGHTS

3.1 The Employee further agrees that all copyright, ownership and intellectual property rights in any work of any nature carried out by him during the course of her employment with the Company shall vest with and remain with the Company, customer, or supplier as the case may be. The Employee agrees that she will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a `Work Made for Hire`, the Employee agrees to and does hereby assign to Company all of her right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights which relate in any way to the business or contemplated business, research, or development of the Company. The Employee further acknowledges and agrees that the Company may, in its sole discretion, assign to third parties all such intellectual property rights.

3.2 The Employee agrees that she shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by him during the course of her employment, belonging to the Company, customers, or suppliers as may be the case. The Employee agrees to maintain strict confidentiality in respect of all such intellectual property rights both during her employment and subsequent to her employment with the Company.

3.3 Both during the term of this Agreement and thereafter, the Employee agrees to fully cooperate with the Company in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by him under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Company all documents or papers that may be requested by the Company to enable the Company or customers, or suppliers of the Company to create, establish, publish or protect said intellectual property rights.

3.4 If requested by the Company, the Employee agrees to promptly return to the Company all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Company, including, but not limited to, all confidential information, all of which the Employee recognizes is the sole and exclusive property of the Company.

4. GENERAL

4.1 Survival: The Employee`s obligations under this Agreement shall survive indefinitely, notwithstanding any termination of the Employee`s relationship of employment with the Company.

4.2 Notification to new employer: In case the Employee leaves the employment of the Company, she hereby acknowledges and grants consent to the Company to notify to her new employer about her rights and obligations under this Agreement.

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4.3 Non Solicitation of other employees: The Employee hereby acknowledges and agrees that for a period of 12 (twelve) months immediately following the termination of her relationship with the Company for any reason, whether with or without cause, she shall not either directly or indirectly solicit, induce, recruit or encourage any of the Company`s employees to leave their employment, or take away such employees, or attempt to solicit, induce, recruit, encourage or take away employees of the Company, either for himself or for any other person or entity.

4.4 Notification to the customer: In case the Employee`s employment with the Company is terminated (whether by the Company or by him), or her engagement with a particular customer is terminated or changed by the Company, the Employee hereby acknowledges and agrees that the Company shall be solely responsible for notifying the concerned customer of the Company of the fact, timing, and details of such termination or change.

In addition, in the event that the Employee decides to terminate her employment with the Company, the Employee acknowledges and agrees that she will first notify the Company of her resignation before discussing it with any customer of the Company, and will desist from any such discussions until the Company has had a reasonable period of time to notify its customers of the same.

4.5 Ability to enter into Agreement: The Employee hereby represents and warrants to the Company that she is not a party to or otherwise bound by any agreement that may, in any way, restrict her right or ability to enter into this Agreement or otherwise be employed by the Company. Additionally, the Employee hereby acknowledges and agrees that she will not reveal to the Company, or otherwise utilize in her employment with the Company, any proprietary trade secrets or confidential information of any previous employer.

4.6 Rules and Regulations of the customer and the Company: The Employee acknowledges that during the course of her employment with the Company, she may be deputed on specific project/projects of customers. The Employee hereby agrees that during such deputation she will fully, punctually and to the satisfaction of the Company and such customers comply with all the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters, as may be prescribed by such customers.

The Employee further agrees to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Company and at customer sites. The Employee agrees to adhere to the specific security measures at the customer sites unequivocally and to the satisfaction of the Company and the customers.

4.7 Governing Law: This Agreement shall be governed by the laws of India. The Company and the Employee hereby agrees to the exclusive jurisdiction of the courts in Bangalore, India.

4.8 Waiver: The waiver by the Company of any breach of any term of this Agreement will not prevent the Company from subsequently enforcing that term and it will not be deemed a waiver of any subsequent breach.

4.9 Severability: If any word, phrase or clause of this Agreement is held to be void, illegal or unenforceable, that word, phrase or clause shall be deemed to be severed without affecting the operation of the remainder of this Agreement. All overlapping obligations in this Agreement are intended to operate cumulatively and to bind the parties, subject to the severance of any obligations held to be void, illegal or unenforceable.

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4.10 Interpretation: In this Agreement:
(a) words in the singular include the plural and vice versa; and
(b) a reference to a person includes a reference to a body corporate, unincorporated association, statutory or other authority, partnership or any other entity.

4.11 Cumulative obligations: The Employee`s obligations under this Agreement are in addition to, and do not limit or detract from, any duties or obligations owed by the Employee to the Company under any applicable law, in equity or otherwise.

4.12 Remedies: The Employee hereby agrees that the Company may initiate appropriate legal action against him for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and legal fees.

Employee Signature:

Employee Name: Preeti

Kumari

Acknowledged by Infosys Limited:

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

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ANNEXURE - IV

LIST OF DOCUMENTS TO BE SUBMITTED AT THE TIME OF JOINING

(a) Class 10 (or equivalent) marks sheet(s);
(b) Class 12 (or equivalent) marks sheet(s);
(c) Graduation marks sheet(s);
(d) Graduation degree certificate/provisional degree certificate;
(e) Post Graduation marks sheet (if applicable);
(f) Relieving letter and experience certificate from all your previous employer (applicable only in case you have been previously employed);

(g) First and last page of the passport (if you don`t have a passport, kindly apply immediately);

(h) Registration Number with the National Skills Registry (also known as ITPIN)/National Skills Registry Card;

(i) Permanent Account Number (`PAN`) Card* (Please note that under the Income Tax Act, 1961, furnishing of PAN to the employer is mandatory).

(j) Passport size photographs

*Your PAN is required for calculating the income tax on your salary. If you fail to provide your PAN, the Company will deduct TDS (tax deducted at source) at higher rates, as per applicable law.

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Anita Thapa

1579

From: *N Satheeshkanna*
Sent: *25 September 2023 10:33*
To: *Anita Thapa*
Subject: *FW: INFOSYS :: IIHMR | Offers | Final Placements | 2023-24*

From: Raveena . <raveena02@infosys.com>
Sent: Friday, September 22, 2023 5:38 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: N Satheeshkanna <satheeshkanna@iihmr.edu.in>; Harshita <harshita09@infosys.com>; Pranjal Dixit <pranjal.dixit01@infosys.com>
Subject: INFOSYS :: IIHMR | Offers | Final Placements | 2023-24

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Vinod,

The offer details for the selected candidates are given below. Please extend our congratulations to the offered candidates. We look forward to onboarding them soon at Infosys!

S. No.	Candidate Name	Status (Offer/Hold)	Unit	Job Role	CTC (in LPA)
1	Shubham Soni	Offer	LS	Analyst - Business Consulting	8.5
2	Preeti Misal	Offer	LS	Analyst - Business Consulting	8.5
3	Nitisha Nitin Patel	Offer	LS	Analyst - Business Consulting	8.5
4	Diksha Agrawal	Offer	LS	Analyst - Business Consulting	8.5
5	Priyanshu Mehta	Offer	LS	Analyst - Business Consulting	8.5
6	Shriyani Roy	Offer	LS	Analyst - Business Consulting	8.5

Please note:

- These offers are extended subject to the information provided by candidates on their application forms on the day of the selection process. Any intentional or unintentional falsification of this information, if identified at a later stage, may lead to offer cancellation.
- Selected candidates should have no location constraints.
- Please advise all candidates to maintain their final CGPA/percentage marks at par with (or higher than) their CGPA on the day of the selection process, as mentioned in their application forms.
- Work experience for candidates has been considered based on the below factors only, in case at a later stage if any discrepancy is found in the BGV, the same will impact the CTC for the candidates.

All of these 3 things are mandatory for the work experience to be valid:

- Salary must be getting credited in a bank account every month
- Form 16 for the period should be available
- PF account should be there

In response to this mail, request you to share an explicit consent of offer acceptance by all offered candidates with an understanding that these candidates will no longer be a part of any other placement process at your institute.

Would like to sincerely thank you for all the warmth & support extended to us in conducting the event smoothly. We look forward to a long and enduring relationship with your institute.

Regards,
Raveena Khanna

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HRD/1007538822/24-25

May 14, 2024

Ms. Preeti Banyamin Misal
Anugraha Sr No. 68-1/1, Nav Bharat Colony,
Tapkir Nagar, Kalewadi Pimpri
Pune-411017
India

Ph: +91-7447619203

Dear Preeti,

Congratulations! We are delighted to make you an offer as **Analyst - Business Consulting** and your role is **Analyst - Business Consulting** .

Here are the terms and conditions of our offer:

Joining Date

Your scheduled date of employment with us will be **July 22, 2024** .

Location

Your location for employment is **PUNE** , IL Pune SEZ Developers Plot no 24/3 Rajiv Gandhi InfoTech Park Hinjewadi , Taluka Mulshi Pune 411 057, India.

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

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.
** For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.*

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Near Sanganer Airport, Jaipur-302029

INFOSYS LIMITED
IL Pune SEZ Developers
Plot no 24/3
Rajiv Gandhi InfoTech Park
Hinjewadi , Taluka Mulshi
Pune 411 057, India
T 91 20 2293 2800

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

Company Confidential - This communication is confidential between you and Infosys Limited

(1571)

Anita Thapa

From: Deepali Yadav <dyadav@jobizo.com>
Sent: 23 March 2024 15:02
To: priyakhare225@gmail.com
Cc: N Satheeshkanna; Vinod Tejwani; Anita Thapa; Dr Nikita Sabherwal; Soumya Shankar; Taruna Solanki; Saloni Jatwani
Subject: Jobizo Confidential - Letter of Intent (Priya Khare)
Attachments: Salary Annexure - Priya Khare.pdf; Annexure 1 - IFANflex.pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Greetings Ms. Priya,

Congratulations and Welcome to Jobizo family!!

As per our discussion, we are pleased to offer you the role of **"Recruitment Specialist"** and your date of joining would be effective from **1st April, 2024.**

You are requested to report to Human Resources on your date of joining at **10 AM** for the joining formalities, falling which this offer shall stand withdrawn automatically. You shall be required to submit the documents as mentioned in **Annexure 1** on the day of your joining.

Jobizo has a right to conduct background verification of the documents. Request you to provide correct and viable copies of all the documents.

Appreciate a confirmation for the same by replying on this email and sharing your resignation acceptance email from current organization at the earliest.

The detailed annexure and appointment letter will be shared with you post your joining.

Looking forward to a long association with Jobizo. Thanks!



Deepali Yadav
Executive, Human Resources
Jobizo, Gurgaon, India
E: dyadav@jobizo.com
T: +91-8860738219
Visit us at: www.jobizo.com

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Name	Priya Khare
Designation	**Recruitment Specialist**
Basic Salary	15,767
House Rent Allowances	7,883
Special Allowances	7,883
Provident Fund	1,800
Monthly CTC	33,333
Annual Salary (A)	**4,00,000**
Medical Insurance (B)	**3,000**
Total Annual CTC (A+B)	**4,03,000**

Upto 6 Months : - On Probation. Not Eligible for an appraisal or promotion.

Promotion/ Appraisal as per Annual Appraisal Cycle.

Notice Period : You may resign from your services by serving notice period or salary (CTC) in lieu of notice.

Note: Statutory deductions if any, applicable at any point of time during your tenure with the company shall be deducted from you. All payments under this appointment letter shall be subject to applicable tax such as Income Tax, PT etc.

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ANNEXURE 1

You are required to bring original & self-attested copies of the following documents for the purpose of verification & joining.

Copies of certificates and mark sheets testifying your educational qualifications and experience.

- Class X & XII Certificate
- Graduation marksheet and certificate
- Post - Graduation (if applicable)
- Appointment letter and experience letter of last 2 companies
- Last 3 months' salary slip of previous company
- Internship Completion Certificate (if applicable)
- Any other additional educational documents (if applicable)
- 1 copy of Aadhar card, PAN Card and Passport/Voter ID card
- Copies of recent passport size photograph with "White background only"

Jobizo has a right to conduct background verification of the documents as a part of Primary Source Verification process. Request you to provide correct and viable copies of all the documents.

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Appointment Letter

Priyanshi Rana

Dear **Priyanshi Rana**

We are pleased to appoint you to the position of "**Management Trainee**" at StanPlus Technologies Pvt Ltd effective **14-Jun-24**, on the following terms & conditions.

Employment Agreement:

1. Commencement and continuation of Employment

1.1 Your employment will commence from your joining date as mentioned above and the same will be used for the purposes of calculating your period of continuous employment with StanPlus Technologies Pvt Ltd.

1.2 Your continued employment with StanPlus Technologies Pvt Ltd is subject to a number of factors, including but not limited to the following: (i) satisfactory completion of any checks or verifications (which may include a background check) required by the company; (ii) a determination by the company that the your employment will not give rise to any concerns under the company's Code of Conduct for all employees, including the conflict of interest provisions therein; and (iii) your execution of the Restrictive Agreement (which sets out provisions relating to the protection of the company's and any Group Company's business, including the company's Confidential Information and post-employment covenants).

1.3 Your compensation details are mentioned in "Annexure - A".

2. Reporting Manager

You will report to the **Vice President - Operations**

3. Work hours & Place of work

3.1 You shall perform the duties on a full-time basis divided over 5 working days per week. (Monday to Friday). Notwithstanding this, you may work such hours and at such times as may be agreed with your reporting manager.

3.2 You may be required to perform work on a weekly off, public holidays and in excess of the usual office hours when such is reasonably necessary for the proper performance of your duties. You shall not be entitled to any additional remuneration or overtime, unless required by local law.

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3.3 You shall perform your duties under this Agreement for the benefit of StanPlus Technologies Pvt Ltd at its premises in **Hyderabad** (base city). Other than the daily commute from your residence to your primary place of work and back, you may be expected to travel for work within or outside of your base city for work and in such a case this will be taken care of by the company as per its local and outstation travel policy. StanPlus Technologies Pvt Ltd is authorized to relocate your workplace to another location, temporarily or permanently, in accordance with business needs to the extent permitted by local law.

4. Probation Period

Following the commencement of your employment you would be on probation for a period of 6 months. Your confirmation at the end of the probation period is subject to the successful completion of the review of your performance. The sole discretion of your confirmation lies with the Company. In the event of unsuccessful probation, where the Company decides not to on-board you as a full-time employee, for reasons such as but not limited to non-performance issues, you would not be required to serve any notice period (unless the company elects to retain your services as per the notice period norms) and shall receive compensation in full only for the period served.

5. Leave

5.1 Annual Leave: You are entitled to **15** working days of annual leave every leave year. These will be accumulated at the rate of **1.25** working days per month at the end of each month.

5.2 Wellness Leave: You are entitled to **9** working days of leave every year that may be used for various wellness purposes including recovery. These will be accumulated at the rate of **0.75** leaves per month at the start of each month. If you are absent from work for any medical reason, you must inform your reporting manager or Human Resources Business Partner (HRBP) before 10:00 am (local time) on the first day of absence. You may also need to provide a valid medical certificate in case of extended absence from work in line with the company's leave policy.

5.3 Other Leaves: You may be entitled to other forms of leave in accordance with local law or the company's leave policy.

5.4 Public Holidays: You will be eligible for national and festival holidays as per the company policy.

6. Discontinuation of Services

Please note that this employment is for no fixed term and either the employee or the Company may terminate the employment relationship at any time for any reason in accordance with applicable Company policies and law.

6.1 If the employee resigns from his/her position during his/her probation period, he/she is required to provide a written notice and serve a notice period of 30 days. The Company may elect (but shall not be obliged) to terminate his/her employment prior to the date of completion of his/her notice. The company reserves the right to recover any dues pending if the notice period is not served.

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6.2 If the employee resigns from his/her position after confirmation of their services, he/she is required to provide a written notice and serve a notice period of **30** days. The Company may elect (but shall not be obliged) to terminate his/her employment prior to the date of completion of his/her notice. The company reserves the right to recover any dues pending if the notice period is not served.

6.3 Termination With Notice: Subject to any applicable statutory notice period, the company reserves the right to terminate your employment with notice since this agreement may be terminated by either party giving the other party a written notice or making a payment in lieu thereof.

6.4 Termination Without Notice: The company reserves the right to terminate this agreement without notice in the event of any act of gross misconduct or serious breach of the terms of this agreement. Any delay by the company in exercising such right of termination without notice shall not constitute a waiver thereof. The following is a non-exhaustive list of situations in which the company may terminate this Agreement without notice where appropriate.

(a) Serious misconduct, including violations of company policy, the Code of Conduct for all employees, the Employee Handbook and any relevant local addenda, and other applicable policies;

(b) you are expelled, suspended or subject to any serious disciplinary action by a relevant professional body or ceases to meet the requirements of any regulatory body or statutory authority as a result of which the Employee is no longer able to perform all or any of the duties under this Agreement

(c) your material neglect or material failure to perform your job duties and responsibilities

(d) your failure or refusal, after due notice, to comply with lawful policies or directive of the company

(e) your material breach of any contract or agreement with the company, or your material breach of any statutory duty, fiduciary duty or any other obligation that you owe to the company

(f) your commission of an act of fraud, theft, embezzlement or other criminal offence against the company or your engaging in any unprofessional, unethical or other intentional acts that materially discredit the company or are materially detrimental to the reputation, character or standing of the company

(g) your indictment, conviction or guilty plea with respect to any felony

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7. Personal Data

7.1 The Employee acknowledges that the company will collect or receive personal information from or about the Employee in connection with his/her employment relationship with the company. Subject to applicable law, the company will handle such information in the manner described in the company's Employee Privacy Statement, as the company may update from time to time. The Employee acknowledges and agrees to the company's practices as described in the Employee Privacy Statement

7.2 The Employee acknowledges that the company may share his/her personal information with and/or transfer such information to the company's offices or personnel or to third parties.

8. Other Terms & Conditions

8.1 Intellectual Property Rights: All intellectual property rights including but not limited to inventions, designs, architectures, code, ideas, concepts, methods and improvements, or parts thereof, which will be developed by you or jointly with others (whether or not employed by the Company or any associated company) during the course of the employment (whether developed during work hours or on Company premises or any projects prepared on Company laptops or using any other Company assets) and in any way concerning the activities of the Company, shall be the sole property of the Company, to the extent that the Company is not otherwise vested with all of the Intellectual Property Rights, you agree to assign free of cost to the Company all of your rights, titles and interest in the Intellectual Property Rights.

8.2 Confidentiality: Each employee must fully understand and acknowledge that during the course of employment each employee may carry out his/her duties of employment (including but not limited to, a duty of trust and confidentiality and a duty to act at all times in the best interests of the employer), detailed knowledge of and access to confidential information belonging to the Company will be acquired. This confidential information includes the company's proprietary and client-related information and is not limited to intellectual property, new products, operations, procedures and decisions, internal business systems, corporate plans, business methods, maturing new business opportunities, prospects and customers, marketing information and techniques.

8.3 Non-Solicitation: During your employment with the Company and for three (3) months after the cessation thereof, regardless of the reason of cessation of your employment, you will not, directly or indirectly, on your own behalf or on behalf of or in conjunction with any person or legal entity, recruit, solicit, or induce, or attempt to recruit, solicit, or induce, any employee of the firm, to cease their employment relationship with the Company

8.4 Non-Compete: As per the terms of this agreement, during your employment with the Company and for a period of 3 months after the cessation of your employment, either alone or jointly with or on behalf with any other person, directly or indirectly seek to do business with any person who has done business with the Company and/or any associated company as a supplier, customer, client, broker, agent or consultant and with whom the Company and/or the associated Company had dealings during the course of your employment. After the cessation (voluntary or initiated by the Company) of your employment with the Company you would not seek employment with any of the direct or indirect competitors of the Company, in sectors such as but not limited to Emergency, Medical Transport, Ambulance/Corporate Ambulance, Aviation Emergency, Ambulance Technology, Hospital Transport, Corporate OHC etc. for up to a period of 3 Months. Violation of a non -compete agreement will lead to appropriate action by the company proceeding up to a lawsuit.

8.5 Dual Employment: During your employment with StanPlus Technologies Pvt Ltd, you cannot be employed with any other firm, individual or individuals in any capacity such as but not limited to; full-time employment, part-time employment, retainership based consulting, consulting, freelancing or moonlighting. This clause is applicable for both paid and unpaid employment in any of the above categories. In case you are already engaged in any such employment at the time of your accepting an offer of employment from StanPlus Technologies Pvt Ltd, it is your duty to inform the People & Organization team about the same at the earliest. Based on the probability of conflict of interest, the StanPlus Technologies Pvt Ltd may ask you to terminate your agreement with the other employer and

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terminate your services with them. Any violation of the Dual employment policy will lead to immediate termination of employment with StanPlus Technologies Pvt Ltd without any notice as described in other provisions of this employment agreement.

9. Amendments

The Terms and Conditions of this agreement may be amended by the Company from time to time and shall be intimated to you in writing. The terms & condition and your compensation details are not be disclosed with anyone.

10. Governing Law & Jurisdiction

This Agreement shall be construed in accordance with and governed by the laws of India. Each party irrevocably agrees to submit to the non-exclusive jurisdiction of the courts of the city in which the Employee principally performs his/her duties under this Agreement over any claim or matter arising under or in connection with this Agreement.

Sincerely.

Naman Goel

VP - People and Organization

Read and Accepted

Priyanshi Rana

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Annexure A

Particulars	Annual Salary	Monthly Salary
Basic	1,58,400	13,200
HRA	63,360	5,280
Stat Bonus	13,200	1,100
Special Allowance*	3,32,796	27,733
Gross Pay	**5,67,760**	47,313
Provident Fund	21,600	1,800
Medical Insurance	10,640	887
Variable Pay	1,00,000	-
Total Fixed Cost to Company	7,00,000	50,000
Total Cost to Company	7,00,000	-

-

In addition to the above, you would also be entitled to the following –

- Longevity bonus (one-time) – INR 1,00,000 upon completing 12 months at the company
- Equity – You will receive ESOP grant worth of **INR 2,00,000** as per company policy

As an employee of StanPlus Technologies Pvt Ltd, you would also be eligible for –

- Group Medical Cover (GMC) for self, spouse and up to 2 dependent children – INR 5,00,000
- Group Personal Accident (GPA) Cover – INR 3,00,000
- Group Term Life (GTL) Cover – 36 months of Total Cost to Company as defined above

Retirals:

- Provident fund contribution is calculated @ 12% of an employee's basic salary (subject to a maximum of INR 1800 per month) as employer's contribution and the same amount is deducted from an employee's basic salary as the employee's contribution as per the Provident Funds and Miscellaneous Provisions Act, provides for compulsory contributory fund for the future of an employee after retirement or for their dependents in case of his early death.
- You would be eligible for gratuity as per the Payment of Gratuity Act of 1972, upon separation from the services of the company after a minimum of five years of employment with the company
- You can contribute up to 88% of your basic salary to your Provident Fund account in the form of Voluntary Provident Fund (VPF) by submitting a request on DarwinBox or with the People & Organization team.

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Note:

- Any tax liabilities arising out of the salary payout shall be deducted at source as per the Income Tax Act, 1961
- Tax computation shall be subject to investment declaration submitted by you
- All the above components and benefits are as per company's policies, which are subject to change from time without a prior intimation
- Professional Tax is subject to your base city

I, _____acknowledge and accept the terms & conditions mentioned above with regards to my compensation and benefits at StanPlus Technologies Pvt Ltd

Priyanshi Rana
Date:

Place:

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Anita Thapa

1573

From: *N Satheeshkanna*
Sent: *25 September 2023 10:33*
To: *Anita Thapa*
Subject: *FW: INFOSYS :: IIHMR | Offers | Final Placements | 2023-24*

From: Raveena . <raveena02@infosys.com>
Sent: Friday, September 22, 2023 5:38 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: N Satheeshkanna <satheeshkanna@iihmr.edu.in>; Harshita <harshita09@infosys.com>; Pranjal Dixit <pranjal.dixit01@infosys.com>
Subject: INFOSYS :: IIHMR | Offers | Final Placements | 2023-24

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Dear Vinod,

The offer details for the selected candidates are given below. Please extend our congratulations to the offered candidates. We look forward to onboarding them soon at Infosys!

S. No.	Candidate Name	Status (Offer/Hold)	Unit	Job Role	CTC (in LPA)
1	Shubham Soni	Offer	LS	Analyst - Business Consulting	8.5
2	Preeti Misal	Offer	LS	Analyst - Business Consulting	8.5
3	Nitisha Nitin Patel	Offer	LS	Analyst - Business Consulting	8.5
4	Diksha Agrawal	Offer	LS	Analyst - Business Consulting	8.5
5	Priyanshu Mehta	Offer	LS	Analyst - Business Consulting	8.5
6	Shriyani Roy	Offer	LS	Analyst - Business Consulting	8.5

Please note:

- These offers are extended subject to the information provided by candidates on their application forms on the day of the selection process. Any intentional or unintentional falsification of this information, if identified at a later stage, may lead to offer cancellation.
- Selected candidates should have no location constraints.
- Please advise all candidates to maintain their final CGPA/percentage marks at par with (or higher than) their CGPA on the day of the selection process, as mentioned in their application forms.
- Work experience for candidates has been considered based on the below factors only, in case at a later stage if any discrepancy is found in the BGV, the same will impact the CTC for the candidates.

All of these 3 things are mandatory for the work experience to be valid:

- Salary must be getting credited in a bank account every month
- Form 16 for the period should be available
- PF account should be there

In response to this mail, request you to share an explicit consent of offer acceptance by all offered candidates with an understanding that these candidates will no longer be a part of any other placement process at your institute.

Would like to sincerely thank you for all the warmth & support extended to us in conducting the event smoothly. We look forward to a long and enduring relationship with your institute.

Regards,
Raveena Khanna

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MeduLance Healthcare Private Limited
Registered Address- A-296/1, THIRD FLOOR, OKHLA INDUSTRIAL AREA, PHASE-1, South East Delhi, Delhi, 110020
Email- info@medulance.com
Phone- +918882978888
CIN- U74999DL2017PTC320563
Website- www.medulance.com

MeduLance

Priydarshni Kohli
M-8/B-9, Jhulelal Apartment,
Pitampura,
New Delhi- 110034.

May 17, 2024

Subject: Letter of offer and terms of employment

Dear Priydarshni,

Thank you for exploring career opportunities with **Medulance Healthcare Private Limited** (hereinafter referred to as the "Medulance"). You have successfully completed our selection process and we are pleased to make you an offer of employment for the position of a full-time **Strategy & Partnerships Manager**. This offer is based on your profile and performance in the selection process subject to the following:

1. You are required to join the services of Medulance on **10th June 2024** or any other date approved by Medulance, in writing, failing which this offer shall automatically stand cancelled. Your employment with Medulance shall commence on the date of your joining Medulance and shall be subject to the terms and conditions stated in this letter along with the enclosures.
2. You will have to submit the documents as given in **Annexure A** hereto before the day of joining.
3. This offer is made to you on the basis of the information and documents that you have furnished to Medulance as on date of offer.
4. Medulance reserves the right to conduct background checks, directly or indirectly at any time, to verify such information and documents that you would provide in support of your age, academic qualifications, previous work experience and relieving letter from your last employer, and other particulars. If any discrepancies are found in such information or documents or if the results of such background checks are found to be unsatisfactory, as determined by Medulance, in its sole discretion, Medulance may withdraw/cancel this offer. However, if at any time post joining it is found that, Medulance is not satisfied with the results of your background check or you have furnished false information or withheld or suppressed any material fact or information, Medulance shall be entitled to forthwith

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terminate your employment without notice in terms of clause 4 of Annexure B

5. You will be on **probation** for a period of **three months** from the date of joining. Your employment shall not be deemed confirmed unless given in writing. During the probation period, your employment will be terminable by giving one month's notice in writing or salary in lieu thereof, by either side.
6. You will be based at Medulance's office at **A-296/1, Okhla Industrial Area, Phase-I, New Delhi** during the course of your employment, unless communicated otherwise by Medulance.
7. Your employment will be governed by the terms and conditions detailed in **Annexure B** hereto.
8. Upon joining, your salary structure will be as described in **Annexure C** hereto.
9. You shall keep the contents of this offer and the Annexures hereto confidential.
10. You will be governed by the policies of Medulance that are currently in practice and/or as may be implemented in the future, and as may be amended from time to time, and you will abide by the policies therein.

Please acknowledge your acceptance of our offer, as well as having read and understood the terms of service given in the Annexures, by signing and returning the duplicate copy of this letter. We look forward to your joining the Medulance family and to your valued contribution in taking Medulance to greater heights. We are sure that our working environment will be conducive to help you grow professionally as well as personally.

With warm regards,

For **Medulance Healthcare Private Limited**

PRANAV BAJAJ

Digitally signed by PRANAV BAJAJ
Date: 2021.12.24 14:43:57 +05'30'

Pranav Bajaj
Director

I have read and understood the terms of this letter and all Annexures hereto annexed. I accept this letter of offer and terms of employment.

Name: _____ **Date:** _____

Signature: _____

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Annexure A

List of Documents to be submitted

1. Marksheets for classes 10th and 12th (original & photocopy).
2. Highest Graduate / Post Graduate degree / Diploma certificate or equivalent (original & photocopy).
3. Relieving letter or equivalent, from the last employer.
4. Last 3 months' bank statement.
5. Last increment letter / salary certificate / last drawn pay slip.
6. PAN Card (original & photocopy).
7. Proof of Identity (original & photocopy)
8. Address Proof (original & photocopy).
9. Cancelled cheque leaf of your single operative Saving Bank account (and not a joint account) having your Name (Account Holder), Bank Account Number, IFSC Code.
10. Four passport size colour photographs (in formals) with white background.
11. Document containing the following particulars:
    - (i) Full Name:
    - (ii) Current Address
    - (iii) Contact No(s).
    - (iv) Alternate No.
    - (v) Emergency Contact No.
    - (vi) Skype ID
    - (vii) E-mail address

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Annexure B

Terms and conditions of employment

1. General Terms

1.1 You will put your best efforts in the performance of employment duties assigned to you from time to time and shall, at all times, act in good faith and in the best interests of Medulance. While in the service of Medulance you shall not, without the express written permission of the Director undertake or concern yourself, directly or indirectly, with any other, paid or unpaid, business or work or assignment or educational course, whether part time or full time.

1.2 If at any time, in the opinion of Medulance, which shall be final and binding, you are found guilty of misrepresentation, dishonesty, disobedience, disorderly behaviour, negligence, indiscipline, absence from duty without permission, or of any conduct unbecoming of the status or the post you hold in Medulance, or of any other conduct considered by Medulance as detrimental to its interests, or in violation of one or more terms and conditions of your employment, Medulance shall be entitled to terminate your employment forthwith.

1.3 You are required to travel in connection with Medulance's business. You will be eligible for reimbursement of reasonable business expenses incurred in this connection, and other allowances according to Medulance's then prevailing policy pertaining to such travel.

1.4 If you have to undergo any specialized training arranged by Medulance, you shall execute a training agreement, if Medulance so requires.

1.5 You shall be bound by all the policies, rules, regulations and procedures established by Medulance, which includes revisions to existing policies/new policies issued from time to time. In the event of any conflict between the terms of your offer letter (including Annexures) and any policy, rules, regulations or procedures of Medulance, the terms of the latter shall prevail.

1.6 The annual leave entitlement is 18 working days per financial year (April through March). The annual leave will be prorated based on the date of joining during the year.

1.7 Any dispute arising out of or in connection with your employment shall be subject to the exclusive jurisdiction of only the courts at New Delhi.

2. Confidentiality

2.1 You acknowledge that during the course of your employment with Medulance, you will be privy to information of sensitive and confidential nature not known or available to the general public, including but not limited to trade secrets and intellectual property to rights, engagements and projects and other details of (i) Medulance (ii) Medulance's clients and (iii) other third parties whose confidential information you may acquire in the

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course of performing any specific engagements (together '**Confidential Information**').

2.2 You acknowledge that the Confidential Information, being of a sensitive nature, it is imperative that such information is not disclosed and maintained in strictest confidence. Accordingly, you agree to maintain the Confidential Information in strictest confidence and not share with or otherwise disclose the same or part thereof to any persons (including but not limited to Medulance's and its clients' competitors) other than those to whom you may be required to disclose any Confidential Information in the course of performance of your duties strictly on a 'need to know' basis. You further acknowledge that, it is imperative that you maintain the confidentiality of Confidential Information even after the cessation of your employment with Medulance and therefore agree to be bound by the obligation of maintaining the confidentiality of Confidential Information, even after the cessation of your employment.

2.3 You shall not during the performance of your services hereunder, take away or copy, electronically or otherwise, mail to yourself or to any other person, any Confidential Information (including copies) or part thereof, whether in paper form or any other form including but not limited to CDs, floppy disks, USB drives or devices, except to the extent strictly required for the performance of your services hereunder. Further, you shall not, upon cessation of your employment, take with you, copy or electronically or otherwise, mail to yourself or any other person, any Confidential Information (including copies) or part thereof, whether in paper form or any other form including but not limited to CDs, floppy disks, USB drives or devices and you shall return all the information and data available with you which has been obtained during the course of your employment with Medulance to the Director. You shall, on or before cessation of your employment, return all copies of all Confidential Information in your possession, to Medulance without retaining any copy. Any copies which are incapable of being returned such as electronic copies etc., shall with Medulance's consent, be destroyed. On or before cessation of your employment, you shall certify in writing that you have either returned or destroyed all copies of Confidential Information in your possession.

2.4 During your employment with us or at any time thereafter, without the prior written consent of Medulance, you will not disclose, divulge, make public or make any use whatsoever of any information, knowledge, secrets, intellectual property rights, confidential information about the affairs of Medulance or its clients obtained by you in the course of your employment with us.

2.5 You acknowledge that breach of any of your above obligations will cause irreparable damage to Medulance, its clients and the third parties and therefore Medulance shall, without prejudice to its other rights and remedies available in law or equity, be entitled to injunctive or other suitable relief including, specific performance, to enforce the terms of the confidentiality clauses.

3. Non-solicitation

3.1 You shall not directly or indirectly solicit any employees, retainers, affiliate's employees or

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

affiliate's retainers of Medulance for a period of one year after termination of your employment.

3.2 In the event that you are bound by any non-solicitation obligations under your current / previous employment, you will make best efforts and endeavour to obtain from your current / previous employer a release in writing from any obligations restricting you taking employment with Medulance on a full-time basis or from providing services to any clients of Medulance.

4. Termination

4.1 Medulance may terminate your services at any time on account of the following:

(i) Satisfaction of the circumstances set forth in Clause 1.2 (General Terms), or
(ii) Your breach of any of these terms or any other agreement signed by you with Medulance, or
(iii) Your breach of Medulance's code of conduct, policies, rules, regulations and procedures, or
(iv) Medulance finds your performance unsatisfactory in the discharge of duties assigned to you, or
(v) Insubordination; or misconduct, or
(vi) any other reason that Medulance may deem fit.

4.2 Save and except under the circumstances referred to in Clause 1.2 referred to above, if Medulance terminates your services, it shall provide written notice of 2 months, or such other period stated in Medulance's policy prevailing at the time of such termination; by giving notice, or by paying notice period of 2 months' salary as per policy.

4.3 In an event of you being desirous to resign from the services of Medulance, the notice period is of 2 months or as per Medulance's policy prevailing at the given date. However, the Director may relax the aforesaid requirement in writing.

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Annexure C

Salary Structure

Particulars	Per Annum (INR)	Per Month (INR)
Basic Salary	4,20,000/-	35,000/-
HRA	1,68,000/-	14,000/-
Medical Allowance	24,000/-	2,000/-
Conveyance	12,000/-	1,000/-
Special Allowance	36,000/-	3,000/-
Gross Salary	**6,60,000 /-**	**55,000/-**
Performance Pay/Incentives	1,40,000/annum	
TDS (As applicable)	As per applicable law	As per applicable law

You will also be entitled to a performance pay/incentives which will depend upon the organisation's and your own performance. The payout will be at the sole discretion of the management.

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Infosys
Navigate your next

HRD/1007538909/24-25

May 16, 2024

Ms. Priyanshu Mehta
First Floor, Shop No 4,
New Grain Market Ratia
Fatehabad-125051
India

Ph: +91-8168490176

Dear Priyanshu,

Congratulations! We are delighted to make you an offer as **Analyst - Business Consulting** and your role is **Analyst - Business Consulting** .

Here are the terms and conditions of our offer:

Joining Date

Your scheduled date of employment with us will be **July 22, 2024** .

Location

Your location for employment is **Gurgaon** , Tower- B Uniworld Towers, Sector 48 Village - Tikri Gurgaon 122001 India.

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

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.
** For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.*

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

INFOSYS LIMITED
Tower- B
Uniworld Towers, Sector 48
Village - Tikri
Gurgaon 122001
India

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

Company Confidential - This communication is confidential between you and Infosys Limited

Anita Thapa

From: *Anita Thapa*
Sent: *23 May 2024 11:56*
To: *Anita Thapa*
Subject: *FW: Selected Candidates Status - Invitation for Campus Engagement- IIHMR University, Jaipur*

From: Rahul Khandelwal <rahul.khandelwal@fortishealthcare.com>
Sent: Monday, November 20, 2023 5:50 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Ravi Ranjan Kumar Ravi <ravi.ranjan@fortishealthcare.com>
Subject: Selected Candidates Status - Invitation for Campus Engagement- IIHMR University, Jaipur

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Vinod,

Please find the below final selected candidates , their offer letters will be shared soon –

		During Dissertation		Post Submission of Degree	
Name of an Employee	**Unit Name**	**Designation**	**Stipend P.M.**	**Designation**	**CTC (PA)**
Dr. Hitendra Baro	FMRI	Management Trainee	30,000	Assistant Manager	480,000
Dr. Rajat Dewan	FMRI	Management Trainee	30,000	Assistant Medical Superintendent	1,200,000
Dr. Nitika Yadav	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Ms. Isha Singh	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Dr. Rishabh Yadav	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Medical Superintendent	1,200,000

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Ms. Ruby Gautam	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Dr. Shivani Salar	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Ms. Shalini Nandi	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000

CTC includes all retirals and benefits. Tax applicability will be there as per the laws.

Please confirm their tentative joining for Offer letter generation.

Regards,
Rahul Khandelwal

From: Rahul Khandelwal
Sent: Tuesday, November 7, 2023 10:18 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Subject: RE: Invitation for Campus Engagement- IIHMR University, Jaipur

Dear Vinod,

Please find the attached Group Composition for GD round.

Regards,
Rahul Khandelwal

From: Rahul Khandelwal
Sent: Saturday, November 4, 2023 12:36 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Subject: RE: Invitation for Campus Engagement- IIHMR University, Jaipur

Dear Vinod,

I am writing to confirm our visit to the campus on November 8, 2023.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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ADITYA BIRLA CAPITAL

PROTECTING INVESTING FINANCING ADVISING

Sub: Offer Letter

Date:13-May-2024

Private & Confidential

Dear Rajat Shah,

We take pleasure in inviting you to be a part of Financial Services, an the Aditya Birla Group Company.

Your journey, at Financial Services, begins with the position of "Management Trainee". The details of your compensation and benefits are enclosed in the Annexure.

This position is based out of G Corp Ho - Mumbai. The summary details are provided below:

- Job Band: TR
- Designation: Management Trainee
- Function: Service Ops
- Reporting to Project Mentor

Terms and Conditions:

1. You will be on the rolls of Financial Services and all its employment conditions will be applicable. The probation period will be of six months from the 08-Jul-2024. You will be confirmed subject to successful completion of the probation period.
2. A detailed letter of appointment awaits you on your joining and on successful completion of joining formalities.
3. This offer is valid subject to acceptable feedback from professional reference checks, credential checks, antecedent checks and you being declared medically fit to work as per the Pre-employment health check-up.
4. All Taxes and necessary compliances will be applicable as per Indian Laws.
5. Your performance review cycle will be due for completion on 01-Jul-2025 with effective from the date of your joining.

We look forward to your offer acceptance and welcoming you on board.

Yours Faithfully,

For Financial Services

This is a system generated letter. Hence, doesn't require signature.

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Aditya Birla Capital Ltd.
One Indiabulls Centre, Tower 1-C, 18th Floor, Jupiter Mill Compound,
841, Senapati Bapat Marg, Elphinstone Road, Mumbai 400 013.
+91 22 4356 7000 | (F) +91 22 4356 7111
abc.secretarial@adityabirlacapital.com I www.adityabirlacapital.com

Registered Office:
Indian Rayon Compound, Veraval - 362 266. Gujarat.
+91 28762 45711
CIN: L67120GJ2007PLC058890

Annexure "A"

Name	**Rajat Shah**		
Date of Joining	**08-Jul-2024**	**Business**	**Aditya Birla Capital Limited**
Job Band	**MT**	**Business Unit**	**Aditya Birla Sun Life AMC Limited**
Designation	**Management Trainee**	**Department**	**Ops - Head's Office**
Role	**Operations - MT**	**Performance Review Year**	**April to March**
Location of Posting	**ABHI - Thane - G Corp**	**Compensation Review Year**	**July to June**
Reporting To	**Project Mentor**	**Next Compensation review date**	**01-Jul-2025**

	Per MONTH	Per ANNUM	Remarks
Salary		**2,62,500**	
Basic Salary	21,875	2,62,500	This is paid on a monthly basis. Retirement benefits are linked to it.
Allowances/ Reimbursements		**2,98,999**	
Leave Travel Allowance	-	10,000	This covers reimbursement for travel on leave within India. It is governed by the Income Tax Act where one can take tax exemptions twice in a block of four years as per guidelines
Education Allowance	200	2,400	This is paid on a monthly basis.
Special Allowance	22,483	2,69,799	This is paid on a monthly basis.
Advance against statutory bonus	1,400	16,800	Applicable to employees having basic salary less than or equal to INR 21,000 per month. This paid on a monthly basis.
Guaranteed Cash		**5,61,499**	
Retirement Benefits		**57,251**	
Provident Fund (12% of Basic) - Employer Contribution	2,625	31,500	The employer contributes to the extent of 12% of basic salary or Rs. 21600 whichever is higher.
Gratuity (15 days Basic)	1,052	12,626	This is governed by the Payment of Gratuity Act.
National Pension Scheme	1,094	13,125	NPS (Optional) - The National Pension System (NPS) is a voluntary retirement scheme. 5% of Basic Salary will be contributed in National Pension Scheme & employee has an option to increase contribution up to a maximum of 10% of Basic Salary. Employee also has an option to opt out of the NPS. In case of opt out, the said amount will be added to special allowance.
Fixed Compensation w/o housing		**6,18,750**	
Housing		**1,31,250**	
HRA	10,938	1,31,250	This is calculated @ 50% of Basic Salary. This amount is paid as a part of the monthly salary
Fixed Compensation		**7,50,000**	
Cost to Company		**7,50,000**	
Joining Bonus		75,000	This is a one time (pre tax) Joining Bonus paid at the time of joining and is over and above the fixed compensation details mentioned above. This amount (pre tax) would be entirely recovered from you, in the event of your separation from the Company anytime during a period of 12 months, from your date of joining. The gross amount will be recovered in full.
Confirmation Bonus		1,00,000	This is a one time (pre tax) Confirmation Bonus paid post your confirmation and is over and above the fixed compensation details mentioned above. This amount (pre tax) would be entirely recovered from you, in the event of your separation from the Company anytime during a period of 12 months, from your date of payout. The gross amount will be recovered in full. This is paid in lieu of Annual Incentive.
Notice Buyout		No	You shall also be paid a sum on actuals towards reimbursement of Notice Pay Buyout from your current organization at the time of joining subject to submission of documentary proofs. This is a onetime payment over and above the cost to company details mentioned in the annexure as above. In case of seperation from services from the company within 12 months from the time of payout, the said amount will be recovered in full.

Notes:
- Taxes as applicable, to be borne by the incumbent, as per prevailing tax laws.

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Employee Protection and Wellness Benefits / Perks not Valued

Employee and family care have been core to our belief. We enrich the lives of our employees and their families by offering protection and wellness solutions that cover physical and emotional wellbeing. Key Benefits are summarized for your ready reference. We encourage you to know more about these benefits and utilize them to enrich your life and the lives of your family members. Below information is indicative and subject to change from time to time.

Mobile Phone		Yes	Rental and official calls (For VIL subscriptions only).
Group Medical Insurance - Base		INR 500,000	The Group Medical Insurance provides a Base cover of INR 500,000 for a family of 6 including Parents / Parents-in-law (as chosen by the employee). This is a Co-Pay policy.
Group Medical Insurance - Top up / Top		INR 200,000 to INR 2,500,000	Employees have the option to choose Top up cover ranging from INR 2 lacs to INR 25 lacs with the default option being INR 3 lacs. The "Top Up" plan is voluntary and fully paid for by the employee. On opting for Top-up there is a waiver of premium Co-Pay on the Base Cover as defined in the policy.
Group Accident Insurance		50,00,000	The Group Accident Insurance provides for compensation in the event of accidental death or disablement. The entire premium is borne by the organization.
Nishchint		20,00,000	Nishchint is a voluntary life insurance benefit. The amount is indicative as per your current Job band, subject to your enrolment at the time of policy renewal. Employees will be charged a premium at 25% of total premium rates (subject to maximum of INR 60,000) and company will pick up the remaining costs.
Group Term Insurance		15,00,000	The Group Term Insurance provides for compensation in the event of Basic death, Accidental death and Dismemberment, Critical illness. The entire premium is borne by the organization.
Integrated Personal Health Care Programme			
Health Assessment		As per Policy	Wellness Assurance Policy provides for preventive health check-up for employees at regular intervals. The frequency and tests have been decided keeping in mind the age-related risks. 1)Employees in the age group 35 and below are eligible for one Health Check up every 3 years. 2)Employees in the age group 36 – 45 are eligible for one Health Check up every 2 years. 3)Employee in the age group above 45 and employees in JB 5 and above (irrespective of the age) are eligible for Health Check up every year. Employees are encouraged to undergo an annual basic health assessment through our digital partner or plant hospital as applicable. Details as mentioned below in the Digital Health and Wellbeing App section.
Life Unlimited		As per Policy	Emotional well-being is as important as physical well-being. Through Life Unlimited, we have tie-ups with reputed partners who offer confidential counselling services and resources that help navigate through difficult situations and build resilience. These are meant for you and your family members.
Digital Health and Wellbeing App		INR 1,500	Wellness Benefit is being offered for enabling a healthier lifestyle and to provide support to you to monitor and improve your vital health parameters. We encourage you to undertake the regular health check-up/ assessments provided by the company and download the Digital Health and Wellbeing App to avail all other wellness offerings.
Retirement Benefits			
Gratuity		As per Policy	The Gratuity is payable at the time of separation with a continuous service of 5 years or more. The Payout is based on 15 days' Basic Salary for every completed year of service. The Gratuity benefit on Retirement is as follows. 1. More than 5 and up to 10 years - 15 days of last drawn basic salary per completed year of service 2. More than 10 and up to 15 years - 21 days of last drawn basic salary per completed year of service 3. More than 15 years - 1 month of last drawn basic salary per completed year of service
National Pension Scheme		As per Policy	Employees have an option to opt for Contribution to National Pension Scheme up to a maximum of 10% of Basic Salary. Also, Employees can transfer the accumulations under the existing Superannuation Fund account to the National Pension Scheme.

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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ADITYA BIRLA CAPITAL

PROTECTING INVESTING FINANCING ADVISING

Sub: Offer Letter

Date:13-May-2024

Private & Confidential

Dear RASHI MOHAN SHIRKE,

We take pleasure in inviting you to be a part of Financial Services, an the Aditya Birla Group Company.

Your journey, at Financial Services, begins with the position of "Management Trainee". The details of your compensation and benefits are enclosed in the Annexure.

This position is based out of G Corp Ho - Mumbai. The summary details are provided below:

- Job Band: TR
- Designation: Management Trainee
- Function: Service Ops
- Reporting to Project Mentor

Terms and Conditions:

1. You will be on the rolls of Financial Services and all its employment conditions will be applicable. The probation period will be of six months from the 08-Jul-2024. You will be confirmed subject to successful completion of the probation period.
2. A detailed letter of appointment awaits you on your joining and on successful completion of joining formalities.
3. This offer is valid subject to acceptable feedback from professional reference checks, credential checks, antecedent checks and you being declared medically fit to work as per the Pre-employment health check-up.
4. All Taxes and necessary compliances will be applicable as per Indian Laws.
5. Your performance review cycle will be due for completion on 01-Jul-2025 with effective from the date of your joining.

We look forward to your offer acceptance and welcoming you on board.

Yours Faithfully,

For Financial Services

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

This is a system generated letter. Hence, doesn't require signature.

Aditya Birla Capital Ltd.
One Indiabulls Centre, Tower 1-C, 18th Floor, Jupiter Mill Compound,
841, Senapati Bapat Marg, Elphinstone Road, Mumbai 400 013.
+91 22 4356 7000 | (F) +91 22 4356 7111
abc.secretarial@adityabirlacapital.com I www.adityabirlacapital.com

Registered Office:
Indian Rayon Compound, Veraval - 362 266. Gujarat.
+91 28762 45711
CIN: L67120GJ2007PLC058890

Annexure "A'

Name	**RASHI MOHAN SHIRKE**		
Date of Joining	**08-Jul-2024**	**Business**	**Aditya Birla Capital Limited**
Job Band	**MT**	**Business Unit**	**Aditya Birla Sun Life AMC Limited**
Designation	**Management Trainee**	**Department**	**Ops - Head's Office**
Role	**Operations - MT**	**Performance Review Year**	**April to March**
Location of Posting	**ABHI - Thane - G Corp**	**Compensation Review Year**	**July to June**
Reporting To	**Project Mentor**	**Next Compensation review date**	**01-Jul-2024**

	Per MONTH	Per ANNUM	Remarks
Salary		**2,62,500**	
Basic Salary	21,875	2,62,500	This is paid on a monthly basis. Retirement benefits are linked to it.
Allowances/ Reimbursements		**2,98,999**	
Leave Travel Allowance	-	10,000	This covers reimbursement for travel on leave within India. It is governed by the Income Tax Act where one can take tax exemptions twice in a block of four years as per guidelines
Education Allowance	200	2;400	This is paid on a monthly basis.
Special Allowance	22,483	2,69,799	This is paid on a monthly basis.
Advance against statutory bonus	1,400	16,800	Applicable to employees having basic salary less than or equal to INR 21,000 per month. This paid on a monthly basis.
Guaranteed Cash		**5,61,499**	
Retirement Benefits		**57,251**	
Provident Fund (12% of Basic) - Employer Contribution	2,625	31,500	The employer contributes to the extent of 12% of basic salary or Rs. 21600 whichever is higher.
Gratuity (15 days Basic)	1,052	12,626	This is governed by the Payment of Gratuity Act.
National Pension Scheme	1,094	13,125	NPS (Optional) - The National Pension System (NPS) is a voluntary retirement scheme. 5% of Basic Salary will be contributed in National Pension Scheme & employee has an option to increase contribution up to a maximum of 10% of Basic Salary. Employee also has an option to opt out of the NPS. In case of opt out, the said amount will be added to special allowance.
Fixed Compensation w/o housing		**6,18,750**	
Housing		**1,31,250**	
HRA	10,938	1,31,250	This is calculated @ 50% of Basic Salary. This amount is paid as a part of the monthly salary
Fixed Compensation		**7,50,000**	
Cost to Company		**7,50,000**	
Joining Bonus		75,000	This is a one time (pre tax) Joining Bonus paid at the time of joining and is over and above the fixed compensation details mentioned above. This amount (pre tax) would be entirely recovered from you, in the event of your separation from the Company anytime during a period of 12 months, from your date of joining. The gross amount will be recovered in full.
Confirmation Bonus		1,00,000	This is a one time (pre tax) Confirmation Bonus paid post your confirmation and is over and above the fixed compensation details mentioned above. This amount (pre tax) would be entirely recovered from you, in the event of your separation from the Company anytime during a period of 12 months, from your date of payout. The gross amount will be recovered in full. This is paid in lieu of Annual Incentive.
Notice Buyout		No	You shall also be paid a sum on actuals towards reimbursement of Notice Pay Buyout from your current organization at the time of joining subject to submission of documentary proofs. This is a onetime payment over and above the cost to company details mentioned in the annexure as above. In case of seperation from services from the company within 12 months from the time of payout, the said amount will be recovered in full.

Notes:
- Taxes as applicable, to be borne by the incumbent, as per prevailing tax laws.

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Employee Protection and Wellness Benefits / Perks not Valued

Employee and family care have been core to our belief. We enrich the lives of our employees and their families by offering protection and wellness solutions that cover physical and emotional wellbeing. Key Benefits are summarized for your ready reference. We encourage you to know more about these benefits and utilize them to enrich your life and the lives of your family members. Below information is indicative and subject to change from time to time.

Mobile Phone	Yes	Rental and official calls (For VIL subscriptions only).
Group Medical Insurance - Base	INR 500,000	The Group Medical Insurance provides a Base cover of INR 500,000 for a family of 6 including Parents / Parents-in-law (as chosen by the employee). This is a Co-Pay policy.
Group Medical Insurance - Top up / Top	INR 200,000 to INR 2,500,000	Employees have the option to choose Top up cover ranging from INR 2 lacs to INR 25 lacs with the default option being INR 3 lacs. The "Top Up" plan is voluntary and fully paid for by the employee. On opting for Top-up there is a waiver of premium Co-Pay on the Base Cover as defined in the policy.
Group Accident Insurance	50,00,000	The Group Accident Insurance provides for compensation in the event of accidental death or disablement. The entire premium is borne by the organization.
Nishchint	20,00,000	Nishchint is a voluntary life insurance benefit. The amount is indicative as per your current Job band, subject to your enrolment at the time of policy renewal. Employees will be charged a premium at 25% of total premium rates (subject to maximum of INR 60,000) and company will pick up the remaining costs.
Group Term Insurance	15,00,000	The Group Term Insurance provides for compensation in the event of Basic death, Accidental death and Dismemberment, Critical illness. The entire premium is borne by the organization.
Integrated Personal Health Care Programme		
Health Assessment	As per Policy	Wellness Assurance Policy provides for preventive health check-up for employees at regular intervals. The frequency and tests have been decided keeping in mind the age-related risks. 1) Employees in the age group 35 and below are eligible for one Health Check up every 3 years. 2) Employees in the age group 36 – 45 are eligible for one Health Check up every 2 years. 3)Employee in the age group above 45 and employees in JB 5 and above (irrespective of the age) are eligible for Health Check up every year. Employees are encouraged to undergo an annual basic health assessment through our digital partner or plant hospital as applicable. Details as mentioned below in the Digital Health and Wellbeing App section.
Life Unlimited	As per Policy	Emotional well-being is as important as physical well-being. Through Life Unlimited, we have tie-ups with reputed partners who offer confidential counselling services and resources that help navigate through difficult situations and build resilience. These are meant for you and your family members.
Digital Health and Wellbeing App	INR 1,500	Wellness Benefit is being offered for enabling a healthier lifestyle and to provide support to you to monitor and improve your vital health parameters. We encourage you to undertake the regular health check-up/ assessments provided by the company and download the Digital Health and Wellbeing App to avail all other wellness offerings.
Retirement Benefits		
Gratuity	As per Policy	The Gratuity is payable at the time of separation with a continuous service of 5 years or more. The Payout is based on 15 days' Basic Salary for every completed year of service. The Gratuity benefit on Retirement is as follows. 1. More than 5 and up to 10 years - 15 days of last drawn basic salary per completed year of service 2. More than 10 and up to 15 years - 21 days of last drawn basic salary per completed year of service 3. More than 15 years - 1 month of last drawn basic salary per completed year of service
National Pension Scheme	As per Policy	Employees have an option to opt for Contribution to National Pension Scheme up to a maximum of 10% of Basic Salary. Also, Employees can transfer the accumulations under the existing Superannuation Fund account to the National Pension Scheme.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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unthinkable

Dated: January 11, 2024

Subject: Appointment-cum-Offer Letter

Dear Rashi,

We are pleased to offer you the position of **Junior Associate – Pre Sales** in our Organization.

Your engagement shall be subject to the terms expressed herein and uniform terms and conditions of the Organization.

The date for commencement is **June 2024**. Your reporting officer is **Mr. Gaurav Sharma (General Manager - Pre Sales and Research & Development).**

Salary Structure: With effect from your joining date, you will be entitled to an overall CTC as per the following breakup for one year.

Designation	**Jr. Associate - Pre Sales**	**Department**	**PreSales**
Grade	L-2	**W.e.f.**	June 2024
Particulars	**Monthly**	**Yearly**	
Basic	21667	260004	
HRA	10834	130008	
Transport Allowance	1600	19200	
Special Allowance	4299	51588	
Uniform Allowance	500	6000	
Children Education Allowance	200	2400	
Medical Reimbursement	1250	15000	
Meal Voucher	2200	26400	
Gift Allowance	416	4992	
Leave Travel Allowance	3000	36000	
Telephone & Internet Allowance	1000	12000	
Professional Development Allowance	3000	36000	
Books & periodicals Allowance	1000	12000	
Gratuity	1042	12504	
PF Employer	1800	21600	
Health Insurance	360	4320	
Total Salary	54168	650016	
Performance based Incentive		150000	
Total CTC	54168	800016	

Performance Bonus*& Yearly Incentive**: As per prevailing policy of company

Joining Bonus#: You will be entitled for joining bonus of **INR 1,00,000** and this amount will be released after probation period ends. In case you resign on or before completion of one year or will be separated due to performance issues within this time period, amount will be recoverable from you.

Wishing you a long and fruitful stay,

For Unthinkable Solutions LLP

Authorized Signatory

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Registered Office :
Applane Solutions LLP
6th Floor, Metropolis Hissar Mall,
Opposite Vidyut Sadan,
Delhi Road, Hissar-125005

Corporate Office :
9th Floor, Tower B-1,
DLF Silokhera SEZ,
Sector-30, Gurugram,
Haryana-122001, India

Tel.: +91-124-6817000
info@unthinkable.co
www.unthinkable.co
LPIN : AAO-4243

1581

Meta16Labs Healthcare and Analytics Pvt Ltd.
8/2 Ulsoor Road, Bangalore - 560042

Date: 08 Jan 2024

To Whomsoever It May Concern

We would like to inform you about the successful completion of the recruitment process at M16Labs Healthcare and Analytics Pvt Ltd. We had the opportunity to interact with a pool of talented students from your esteemed institution, and after careful consideration, we are pleased to announce the selection of the following students for positions within our company:

Sr. No.	Name	Role	Position
1	Mr. Akash Sagar	PM- Client	Employee
2	Ms. Shivani Kanwar Deol	PM- Client	Intern
3	Ms. Vibhuti Chauhan	PM- Client	Intern
4	Mr. Suryaprakash Reddy	PM- Client	Intern
5	Ms. Gurleen Kaur	PM- Research	Intern
6	Dr. Shikha Mehta	PM- Research	Intern
7	Mr. Harsh Bansal	PM- Research	Intern
8	Mr. Ravikant Rathore	LIS Implementation Specialist	Intern

We were impressed with the skills, qualifications, and enthusiasm demonstrated by these students during the interview process. We believe that they will contribute significantly to our team and bring fresh perspectives to our projects.

Terms and Conditions:
To ensure clarity and understanding, please find below the terms and conditions of employment for the selected students:

1. During Dissertation Period:
   - Stipend: Rs. 10,000/-
2. After Dissertation - 3 Month Training/Probation Period:
   - Stipend: Increased to Rs. 18,000/-
3. After Probation Period:
   - Internal assessment will be conducted.
   - Based on the assessment, respective projects and job locations will be provided.
   - Salaries during this period will vary from Rs. 40,000/- to Rs. 60,000/-, depending on the role.
4. Travel Requirements:
   - If travel is required, the company will provide Transportation, Accommodation, and Food.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

HJ HOSPITALS
UN PAS VERS UNE VIE DE QUALITE

EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT (here in after referred to as **"AGREEMENT"**, which expression shall include the Schedule(s) here of and all amendments made from time to time) is executed at _____ on this ____ day of_____ by and between:

PARTIES TO THIS AGREEMENT:

M/s HJ Hospitals Sarl, Kinshasa, Democratic Republic of the Congo (DRC) a unit of H.J. Group of Companies registered under the RCCM: CD/KIN/RCCM/14-B-01858 ID NAT: 01-933-N779658W having its registered office at 22309, Boulevard Lumumba, Croisement T.P./Funa Limete Industriel, Kinshasa, DRC (hereinafter also referred to as ***"the Employer / Hospital"*** which expression shall, unless repugnant to the context or bearing thereof, be deemed to mean and include its successors in business, permitted assigns, heirs, representatives, nominees, associate/ subsidiary of the Employer, any of its Group Company (ies), (etc) as the **First Party;**

AND

Dr Reena Roy Sharma aged 33 years, S/o _____having Permanent residence at _____ being a citizen of **India** bearing Passport Number: **Z5040656** (here in after also referred to as ***"the Employee"***) of the ***Second Party***.

The First Party and Second Party collectively referred to as ***"Parties"***

WHEREAS, HJ Hospitals Sarl, Kinshasa, DRC is a subsidiary/unit of H.J. Group of Companies which is based in DRC and is engaged in operation and management of 200 bedded multispecialty hospital in Kinshasa, DRC; and hereby appoints **Dr Reena Roy Sharma** as **Assistant manager** with effect from the date of joining as per the terms and conditions contained in herein below provided in this agreement.

AND WHEREAS, the Employee has agreed to invest time and efforts to serve the Employer as **Assistant manager** and to fulfil the job requirements up to the expected level and shall be paid remuneration during the period of employment as decided by the from time to time and as agreed in this Agreement.
AND WHEREAS the aforesaid parties hereto are desirous of recording the said terms and condition to legally bind the parties to this agreement.

NOW THIS AGREEMENT WITNESSES AS UNDER: -

1. **JOB PROFILE AND DESCRIPTION:**
   As **Assistant manager** for HJ Hospitals Sarl, Employee have to work in the *Department* ***Radiology ,IVF, Cosmetic And Diagnostic*** as mentioned in your JD & KRA.

2. **EMOLUMENTS & REMUNERATION:**

2.1 The Employee shall be entitled to receive his monthly salary as per the attached **Annexure-1.**

2.2 EXTRA PERKS AND ADVANTAGES:

a. Semi-furnished accommodation **Sharing Room in** DRC shall be provided for the Employee. Any other expenses pertaining to employee stay in DRC shall be borne by the Employee.

b. Canteen facility is available at hospital premises, where Employee can avail the facility during the employment period & **USD 150** (Us Dollars One Hundred Fifty Only) will be deducted from **Employee** salary on monthly basis. In case the Employee opts for self-food arrangements no deduction would be applicable.

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22309, Boulevard Lumumba, Croisement T.P/Funa, 1ère Rue, Limete Industriel, Kinshasa, RDC.
Urgence : 4309 I Service client : +243 815586555
info@hjhospitals.org I www.hjhospitals.org
Kinshasa: Limete - Gombe - Masina I Lubumbashi

c. All medical expenses (excluding pre-existing and chronic diseases, dental, ophthal, Physiotherapy and dermatology) of the Employee at DRC, will be borne by the Employer.

d. The Employer will not provide the Employee with any type of Life Insurance, Health Insurance and or any other policy/agreement which will financially cover the Employee in case of any injury, permanent disability and or death. If an Employee wishes to avail any such policy/agreement (as mentioned above) during the period of Employment Contract with HJ Hospitals, the cost will be borne by the Employee only.

2.3 No other communications as well as commitment are made by the Employer for remunerations or otherwise, other than as mentioned in Clause 2 of this Agreement to the Employee.

3. DATE OF JOINING

This agreement shall be deemed effective from the date of joining (first working day after reporting at Kinshasa, DRC).

4. PROBATION PERIOD

4.1 The Employee will be on probation period for Six (6) months, from the date of joining the Employer. During the probation period, the Employer can terminate the contract by giving 7days notice period in case of unsatisfactory performance of employee. During the probation period, the performance will be evaluated on below parameters;

1. Employees' KRAs
2. Clearing level 2 French language

However, the probation can be extended further for 2 months, on failure of clearing the performance review conducted by the Employer.

5. TENURE OF SERVICE & AGREEMENT

5.1 This employment contract is valid for a term of **Twenty -Six months** from the date of joining.

5.2 In case the Employee decides to leave the company before expiry of the period of employment contract or if the Employer wishes to terminate the contract within the aforementioned period, a notice period of minimum 60 days would be applicable from the date of resignation or termination, and all expenses including return air fare, visa, work permit, airport entry and exit would be at employee's cost, it is also understood that employee would not take any other appointment in DRC in similar field or sector for next 5 years from the date of termination of this agreement.

6. WORK RELATED CONDITIONS AND RESTRICTIONS

6.1 The Employee shall devote full time to the work of Employer and during the term of the employment with the Employer, the Employee will not engage in any other employment, occupation, consulting or other business activity.

6.2 The Employee must abide by the Rules & Regulations of the Employer applicable at all times, and these may be changed at any time and notified to the Employee by the management.

6.3 The administrative language in DRC is French. Employee has to attend the French language learning classes on regular basis, which is a 6 months course and conducted/provided by the Employer. Employee must complete the course after which the French Language Assessment Test will be conducted by the Employer. Employee has to clear Level 1 (Basic) in first 3 months from the date of joining and next 3 months Level 2 (Advance). However, if the employee is unsuccessful in the French Language Assessment Test as per Hospital Policy, employee has to bear additional course fee of USD 200 per month from Seventh month onwards.

7. CONFLICT OF INTEREST:

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Urgence : 4309 I Service client: +243 815586555
info@hjhospitals.org I www.hjhospitals.org
Kinshasa: Limete - Gombe - Masina I Lubumbashi

During the period of employment, the Employee shall not undertake any other employment, assignment or contracts whether part time, full time or on assignment basis, without the prior written permission and authorization of the management.

8. NON- DISCLOSURE:

The Employee undertakes that, in consideration of his employment with the and any salary paid for services during the period of his employment with the and for other good and valuable considerations, the receipt and sufficiency of which is hereby acknowledged by the Employee, while in the service of the whether in the capacity in which he/she has been employed or in any other capacity for which he/she may be entrusted and further for a period of Five (5) years immediately following the separation/ dismissal/ retirement or termination of his employment with the for any reason:-

8.1 He/she shall not directly or indirectly in any capacity disclose or communicate any confidential or proprietary information to which he/she may come across during the tenure of his/her employment to any individual or business entity. In addition to this he/she will not use such information for his/her personal purpose.

8.2 He/she shall not, directly or indirectly either for himself/herself or for any other individual or business entities solicit or take away or make an attempt to solicit or take away the clients of H.J. Group of Companies for whom the group companies rendered services during the employment of the Employee.

8.3 He/she shall not form any association with any member of the staff. Nor shall he/she engage himself/herself in soliciting or employing or making an offer to employ any member of staff for any individual or business entities engaged in identical business to that of H.J. Group of Companies.

9. LEAVES

The Employee is eligible for **30** days paid leave (calendar days) after **12** months' continuous service from the date of joining. All expenses including return air ticket* to home country (*Travel Sector: Kinshasa-Mumbai -Kinshasa), visa, Kinshasa airport exit charges would be borne by the Employer as per category. Any other visit expense will be borne by Employee himself.

10. TERMINATION:

10.1 NOTICE:

a. **Employer**: Employer is liable to give termination notice period of **30 days** to employee, post completion of probation period.

b. **Employee:** 60 days notice is a must for the Employee's service (or pay in lieu thereof) excluding any leaves available/credited in his account. Employer reserves the right to pay or recover salary in lieu of the notice period.

c. In the event, that the Employee takes more than 30 days of unauthorized absence or overstays the leave originally granted and subsequently extended, the Employee shall lose lien on his appointment and shall be presumed to have abandoned his position of his own accord.

d. In case of absence due to illness, the Employee must notify the management no later than midday of the day of absence, and in case of illness or sickness of more than 30 days, he/she must provide them with a letter from a recognized Practicing doctor in Congo. If the Employee is found to be suffering from any infectious disease or a protracted illness that was not disclosed to the Employer at the time of his appointment, the Employer shall reserve the right to terminate the Employment contract.

e. If at any time during the period of employment, the Employee is found guilty of misconduct, wilful negligence, disobedience, misappropriation, insubordination or breach of any terms of

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info@hjhospitals.org I www.hjhospitals.org

this appointment letter or the Terms and Conditions of Employees employment, the Employer will terminate his appointment without any notice or pay in lieu thereof.

f. If at any time during the period of employment the Employer will terminate the employment contract without any notice or pay in lieu thereof if the Employee is found guilty of below mentioned violations:

i. Forgery and or misuse of hospital documents.
ii. Faking of Educational certificates of the self.
iii. Embezzle of Hospital funds.
iv. Misuse and or damage to Hospital property.
v. Involvement of the Employee in any anti-organizational activity.
vi. Putting false allegation(s) on the Employer and or the colleague(s) which may defame the Employer and or other Employee(s).

If proved guilty on the above, the Employer also reserves the right to take legal action against the Employee as per DRC laws and regulations.

11. ARBITRATION:
Any dispute arising out of or in connection with this agreement shall be settled through arbitration under the DRC Law and Regulations. The venue of the arbitration shall be in DRC.

12. JURISDICTION:
That in the event of any dispute or difference arising between the parties hereto either during the subsistence of this Agreement, the same shall be subject to the jurisdiction of the courts at DRC exclusively.

13. That Employee agrees that the covenant and conditions of the Agreement are only a part of the terms of employment; and the right to discharge the Employee from his services is reserved by the Employer.

14. COUNTERPARTS.
This Agreement may be executed in two counterparts for the purposes of record of both the parties.

For HJ Hospitals Sarl,

Mr. Amit Chauhan
CEO

Date:

Employee Acceptance:

Name: Dr Reena Roy Sharma

Signature:

Date:

Registrar
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1, Prabhu Dayal Marg
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Annexure – 1

S. No.	Particulars	Description
A	Remuneration per month.	Basic Salary = USD 1000/- HRA = USD 100/- Special Allowance= USD 100/- Travel Allowance = USD 150/- Food Allowance = USD 150/- **Gross Monthly Salary = USD 1500/-** (**United States Dollars One thousand five hundred Only**). **Note:** This will be credited to Employee's bank account in DRC.
B	Employment Contract Duration	Twenty-Six Months from the date of joining.
C	Probation Period	Six Months from the date of joining.
D	Notice Period	60 days.
E	Retention Clause	USD 2000 will be kept as **Retention Amount*** which will be recovered from Employee's monthly salary in 6 equal instalments. This retention amount will be released at the time of Full & Final Settlement when Employee successfully completes employment contract with HJ Hospitals Sarl.
F	Penalty for pre-mature termination of this agreement.	***Retention Amount** of USD 2000/-.

For HJ Hospitals Sarl,

Mr. Amit Chauhan
CEO

Date:

Registrar
The IIHMR University
1, Prabhubayal Marg
Near Sanganer Airport, Jaipur-302029

Employee Acceptance:

Name: Dr Reena Roy Sharma
Signature:
Date:

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Kinshasa: Limete - Gombe - Masina I Lubumbashi

Annexure - 2

Medical self-declaration form

1. Do you suffer, or have you ever suffered from any of the following?

Symptom/Disease	Yes	No	Symptom/Disease	Yes	No
Asthma or shortness of breath (Please provide details below)			Epilepsy or blackouts (Please list any details below)		
High / low blood pressure			Stomach disorders		
Any hearing disability			Liver disorders		
Diabetes			Anaemia		
Hernia			Phobia (please specify)		
Heart related problems			Drug / alcohol addiction		
Nervous disorders			Allergies (please specify)		
Do you have any visual problems? (Please provide details below)			Vibration white finger or any HAVs related condition		
Tenosynovitis (joint problems)			Spine (C, T, L, S)		
HIV			Any kind/type of Cancer		

2. Are you currently taking any medication (prescribed or over the counter)? Please give the name, mgs and how often you take it:

3. Are you registered disabled? YES/NO

4. Have you ever gone through any major surgery(ies)?

5. Have you suffered or are suffering from any other disease apart the ones mentioned in point 1?

6. Details of your point 1 disease(s) where you had mention "Yes":

I hereby declare that all the information provided in this questionnaire is correct. I shall promptly report to the Employer about the any relevant change in the same. If it is found that any of the information provided herewith is false or kept hidden, then the Employer may take disciplinary action.

Date:

Employee Signature

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The IIHMR University
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Near Sanganer Airport, Jaipur-302029

CTC FOR ALL PROFILES EXCCEPT IN HAND SALARY

S No	Expense Head	Total Expenses/Month (USD)
1.	Accommodation (Sharing Basis) fully Furnished	1100$
2.	TV Recharge	80$
3.	Free Drinking water	50$
4.	Free Gym Services	100$
5.	Free Swimming pool services	100$
6.	Free Transport (Car/Bus)	100$
7.	Free VISA	50$
8.	Free Ticket	70$
9.	Free Room Services (Housekeeping)	100$
10.	Free French Classes	150$
11.	Free Medical Services (Except: Pregnancy, Dental & Cosmetics)	100$
12.	Free Mobile Recharge as per Grade	20$
13.	Free WIFI	100$
Total CTC (Except In hand 100% Tax Free Salary) PER MONTH		**2120$** **In INR:173840 RS/Month** **20,86,080 Rs/Year**

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Near Sanganer Airport, Jaipur-302029

H.J HOSPITALS SARL
RCCM/CD/KIN/B/01868
ID. NAT. 01-822-N79658W
KINSHASA
N° 22309, Av. LUMUMBA, CROISEMENT T.P / FUNA
LIMETE INDUSTRIEL

1583

cloudnine

Date: **Mar 16, 2024**

Dear Dr.(Ms.) Richa Gupta,

Congratulations! You've landed on Cloudnine!

We are delighted to offer you the position of **"Asst. Manager - Operations"** in the **"Center Management Team"** department.

On Cloudnine, we are continually scouring the country for bright, young talent who can infuse our brand with new blood, energy and spirit. We are a community of vibrant minds and kindred souls. And we'd love for you to be a part of it. We found that your experience and outlook meshes well with the skill sets we are looking for in this role, and we look forward to the value that you can add to our organization.

As and on Cloudnine, our organizational fabric is seamed together by four intrinsic values: Respect, Innovation, Customer Centricity and Integrity. We pride ourselves on being an organization that is equally outward and inward looking, channeling the energies harboured within us to our customers and well-wishers.

Our brand is also deep-seated in a guiding trinity we've christened the 3C's: comprehensive care, clinical excellence and celebration. These principles lead the Cloudnine way beautifully, marrying superior care with little flashes of delight. Just as surely as the 3Cs are exemplified towards guests, they are mirrored towards employees. Our organization is rooted in superlative employee satisfaction and care, and the celebration of milestones big and small. Our work is tightly tethered to passion and play, and we love what we do. We cherish each day, and we want you to do the same.

There's only one step left before we embark on this brand-new, exciting journey. By accepting this offer letter, you can take your first step on Cloudnine. We promise you a treasure trove of new experiences that will keep you on Cloudnine for a long time to come.

You are requested to join us on or before **April 01, 2024**,
This job offer is contingent upon the following:

1. Completion of a satisfactory background check.
2. Satisfactory reference checks.
3. Execution of an employment/non-compete/confidentiality agreement.
4. Satisfactory Health checks.

For any questions, please feel free to respond to this email and I'll be happy to address them for you.

Yours sincerely,

Sofia Joseph
Head–Human Resources

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

cloudnine

Date: **Mar 16, 2024**

Dr.(Ms.) Richa Gupta,

Annexure-I

	Monthly	Annualized
Earnings		
Basic + DA	20308	243696
HRA	10154	121848
Special Allowance	20308	243696
Gross Earnings	50770	609240
Retirals		
PF Contribution (Employer)	0	0
Meritorious Contribution	977	11724
Statutory Bonus		
Advance Statutory Bonus **	1516	18192
Performance Linked Pay		
Performance Linked Pay *	5077	60924
Incentive	0	0
Cost to Company		
Cost to Company	58340	700080
Deductions		
ESI Contribution (Employee)	0	
PF Contribution (Employee)	0	
Professional Tax (Employee)	200	
Total Deductions	200	
Monthly Take Home ***	52086	

*** Performance Linked Pay and Meritorious Contribution as per policy.**
**** Monthly Advance Statutory Bonus paid against Annual Statutory Bonus amount.**

***** Take Home is before Income Tax and excluding Performance Linked Pay and Health Insurance Deductions**
- **Applicable tax to be borne by the employee.**
- **Health Insurance Coverage for Self and Family & Accident Insurance Coverage for Self as per policy and deductions made at actuals.**
- **Special Allowance may be allocated to reimbursement options detailed below.**

Reimbursement Options	Annual Limit
Food Coupons	Rs. 30,000

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

1584

cloudnine

Date: **Mar 16, 2024**

Dear Ms. Rincy Reji,

Congratulations! You've landed on Cloudnine!

We are delighted to offer you the position of **"Asst. Manager - Operations"** in the **"Center Management Team"** department.

On Cloudnine, we are continually scouring the country for bright, young talent who can infuse our brand with new blood, energy and spirit. We are a community of vibrant minds and kindred souls. And we'd love for you to be a part of it. We found that your experience and outlook meshes well with the skill sets we are looking for in this role, and we look forward to the value that you can add to our organization.

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There's only one step left before we embark on this brand-new, exciting journey. By accepting this offer letter, you can take your first step on Cloudnine. We promise you a treasure trove of new experiences that will keep you on Cloudnine for a long time to come.

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3. Execution of an employment/non-compete/confidentiality agreement.
4. Satisfactory Health checks.

For any questions, please feel free to respond to this email and I'll be happy to address them for you.

Yours sincerely,

Sofia Joseph
Head–Human Resources

Registrar
The IIHMR University
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Near Sanganer Airport, Jaipur-302029

cloudnine

Date: **Mar 16, 2024**

Ms. Rincy Reji,

Annexure-I

	Monthly	Annualized
Earnings		
Basic + DA	20308	243696
HRA	10154	121848
Special Allowance	20308	243696
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Advance Statutory Bonus **	1516	18192
Performance Linked Pay		
Performance Linked Pay *	5077	60924
Incentive	0	0
Cost to Company		
Cost to Company	58340	700080
Deductions		
ESI Contribution (Employee)	0	
PF Contribution (Employee)	0	
Professional Tax (Employee)	200	
Total Deductions	200	
Monthly Take Home ***	52086	

*** Performance Linked Pay and Meritorious Contribution as per policy.**
**** Monthly Advance Statutory Bonus paid against Annual Statutory Bonus amount.**

***** Take Home is before Income Tax and excluding Performance Linked Pay and Health Insurance Deductions**
- **Applicable tax to be borne by the employee.**
- **Health Insurance Coverage for Self and Family & Accident Insurance Coverage for Self as per policy and deductions made at actuals.**
- **Special Allowance may be allocated to reimbursement options detailed below.**

Reimbursement Options	Annual Limit
Food Coupons	Rs. 30,000

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Outlook

FW: Request for Summer Training Opportunity for MBA 2024-26 Batch student at Wockhardt Hospital, Mumbai || IIHMR University, Jaipur ||

From: Sanjeet Singh <Sanjeet.Singh@wockhardthospitals.com>
Sent: 23 April 2025 10:16 AM
To: Placements <placements@iihmr.edu.in>
Cc: Vinod Tejwani <vinodtejwani@iihmr.edu.in>; N Satheeshkanna <satheeshkanna@iihmr.edu.in>; Rinkle Amin Lalani <rinkle.hm27@iihmr.in>; Mukul Sharma <Mukul.Sharma@wockhardthospitals.com>
Subject: RE: Request for Summer Training Opportunity for MBA 2024-26 Batch student at Wockhardt Hospital, Mumbai || IIHMR University, Jaipur ||

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear IIHMR University,

This is to confirm that **Dr. Rinkle Amin Lalani** has been selected for an "**Management Trainee**" profile in the Hospital Administration Department at Wockhardt Hospital. The probation period will be 6 month.

The candidate has been offered a **Cost to Company (CTC) of ₹3,60,000 per annum**, and the official offer letter has already been shared with her directly. We appreciate her professionalism during the hiring process.

Regards,
Sanjeet Singh | Human Resources
Wockhardt Hospitals Ltd.
Dr. Anand Rao Nair Road, South Mumbai, Mumbai- 400 011
O: (+91-22) 261784060 | M: (+91) 9004813014
sanjeet.singh@wockhardthospitals.com http://www.wockhardthospitals.com
Save a tree... Please don't print this e-mail unless you really need to...

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Near Sanganer Airport, Jaipur-302029

Anita Thapa

From: *Anita Thapa*
Sent: *23 May 2024 11:56*
To: *Anita Thapa*
Subject: *FW: Selected Candidates Status - Invitation for Campus Engagement- IIHMR University, Jaipur*

From: Rahul Khandelwal <rahul.khandelwal@fortishealthcare.com>
Sent: Monday, November 20, 2023 5:50 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Ravi Ranjan Kumar Ravi <ravi.ranjan@fortishealthcare.com>
Subject: Selected Candidates Status - Invitation for Campus Engagement- IIHMR University, Jaipur

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Dear Vinod,

Please find the below final selected candidates , their offer letters will be shared soon –

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Near Sanganer Airport, Jaipur-302029

		During Dissertation		Post Submission of Degree	
Name of an Employee	**Unit Name**	**Designation**	**Stipend P.M.**	**Designation**	**CTC (PA)**
Dr. Hitendra Baro	FMRI	Management Trainee	30,000	Assistant Manager	480,000
Dr. Rajat Dewan	FMRI	Management Trainee	30,000	Assistant Medical Superintendent	1,200,000
Dr. Nitika Yadav	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Ms. Isha Singh	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Dr. Rishabh Yadav	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Medical Superintendent	1,200,000

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Ms. Ruby Gautam	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Dr. Shivani Salar	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Ms. Shalini Nandi	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000

CTC includes all retirals and benefits. Tax applicability will be there as per the laws.

Please confirm their tentative joining for Offer letter generation.

Regards,
Rahul Khandelwal

From: Rahul Khandelwal
Sent: Tuesday, November 7, 2023 10:18 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Subject: RE: Invitation for Campus Engagement- IIHMR University, Jaipur

Dear Vinod,

Please find the attached Group Composition for GD round.

Regards,
Rahul Khandelwal

The IIHMR University
Registrar
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

From: Rahul Khandelwal
Sent: Saturday, November 4, 2023 12:36 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Subject: RE: Invitation for Campus Engagement- IIHMR University, Jaipur

Dear Vinod,

I am writing to confirm our visit to the campus on November 8, 2023.

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HEALTH INSURANCE

30-Jul-24

Ritika Bhattacharya
H-1/35X-1, Katrisafipur, Harjinder Nagar, Kanpur Nagar, Uttar Pradesh

Dear Ritika,

Letter of Appointment

With reference to our recent discussions regarding your possible employment with **Care Health Insurance Limited**, hereafter referred to as the Company, we are pleased to offer you the position of **Assistant Project Manager - Group Underwriting**on the following terms and conditions defined herein:

1. Date of Joining: Your appointment will be effective from **05-Aug-24** or any other date mutually agreed upon in writing.

2. **Place of work:** Your place of work is **Gurgaon-Vipul Tech** . Your place of work may be changed to any other location within India / any group Company, as directed by the Company from time to time. In addition, in performance of your duties for the company, you may be required to travel within and/or outside.

3. Reporting: You will report to **Product Manager - Group Underwriting** or any other designate person as specified by the Company from time to time.

4. **Remuneration:** Your annual compensation package on a Total Fixed Cost (TFC) basis is **Rs. 550000 (Rupees Five Lakh(s) Fifty Thousand Only).** This amount will include basic salary, taxable and non-taxable allowances & benefits, and other payments, payable as per the designate acts. Annexure 1 provides your compensation break-up, as per the applicable Compensation Structure.

5. **Medical**: You may be required to undergo medical examination by a Company appointed medical practitioner as and when directed by the Company and to comply with rules and instructions in the matter. Your services may be terminated without notice if the Company considers you unsuitable for retention in service on medical grounds.

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6. **Group Insurance**: You will be covered under the Group Personal Accident Insurance, Group Life Insurance and Hospitalization Insurance/ Employee's State Insurance Corporation (as applicable) in accordance with company's policy.

7. Hours of Work: Your hours of work will be in line with the needs of your role/function, in accordance with the company policy and provisions of applicable laws

8. Probation: You will work on probation for a period of six months from the date of joining. This may be extended at the discretion of the Company and you will continue to be on probation till a confirmation letter has been issued to you in writing. During your probation or thereafter, you shall undertake such studies /vocational courses as may be required by Company / your superiors. You may also be required to take such examinations / obtain such certifications as the Company / your superiors may require from time to time, and your confirmation / promotions/ salary enhancements etc. may be linked to your having successfully cleared the required examinations / certifications &/or successfully undergone required studies.

9. Age of Retirement: Your age of retirement will be 58 years and you shall stand relieved on retirement at the end of the month in which you attain the age of 58 years. However, at the sole discretion of the company retirement date can be extended on case to case to basis.

10. Whole Time and Attention: During your employment with the Company you shall devote your best efforts for promoting the Company's (and of any other relevant Group Company, affiliate and/ or business associate of the Company) business and may not without prior written consent of the Company(and subject to any terms and conditions the Company may impose) engage or be interested (directly or indirectly) in any other business or employment.

11.Leave: In addition to public holidays observed by the Company, you shall be entitled to a paid annual leave for each calendar year in accordance with the existing leave policy, prorated from your date of joining. The Company is covered by the Maternity Benefit Act, 1961 and the eligible employees will be entitled to the benefits like maternity leave as per the amended provisions of the Maternity Benefit Act save and except those who are covered by ESI Act since they will be entitled to the benefits as per the applicable said Act.

12.Confidentiality: You shall not during the course or even after cessation of your employment with the Company or any time thereafter, use or disclose to any other Company, firm or person, any of the business or affairs of the Company, nor shall you without the consent of the Company, publish any book, booklet, brochure or any other publication, whether for remuneration or otherwise, relating to the affairs of the Company or to your work in the Company. You shall also not disclose to any public papers, journals, pamphlets or leaflets, or cause to be disclosed at any time, information or documents, official or otherwise relating to the Company or its subsidiaries, except with prior approval. Any breach of this clause would be viewed with severity by the Management and a strict action shall be taken by the Company.. You may also be also required to execute and sign a separate Maintenance or Non-Disclosure Agreement.

13.Disclosure: You (including on behalf of your family) shall disclose to the Company all your business interests and any material transaction(s) with the Company (and with any other relevant Group Company, affiliate and/ or any subsidiary of the Company), whether or not they are similar to

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or in conflict with the business(es) or activities of the Company (and with any other relevant Group Company, affiliate and/ or any subsidiary of the Company), and all circumstances in respect thereof and whether there is, or might be, a conflict of interest between the Company (and with any other relevant Group Company, affiliate and/ or any subsidiary of the Company) and you (and/or your family) during the period of your employment with the Company and for a period of 12 months after cessation of your employment.

14.Company Policies: You will be governed by the Company's policies, as applicable at your grade. The Company reserves the right to amend the policies from time to time. You are advised to keep yourself updated on these policies which are available online.

15.Return of Company Property: You shall promptly upon request by the Company and in any event upon the termination of your employment deliver to the Company all monies, securities, other properties belonging to the company, all lists of clients or customers, correspondence and all other documents, papers and records in whatever form including but not limited to electronically held data containing or referring to any trade secrets or confidential information concerning the business of the Company and any Group Company which may have been prepared by you or come into your possession, custody or control in the course of your employment including any prior employment with any Group Company. You shall not keep any copies of these items.

16.Monitoring Policy: As per Company Policy, telephone conversations of employees may be recorded and monitored for the purpose of creating record of transactions, and for compliance purposes. Any recordings will be stored securely, and will not be disclosed outside the group companies, except as required by law.

Further please note that the emails sent to you and by you may be monitored, from time to time, for the purposes of identifying any non-compliance with company policies, or applicable laws.

Any data of customers, partners, employee or company contact data is strictly prohibited for circulation to anyone outside the Company and also you should restrain the circulation of data even for internal purpose except to the concerned employees of the Company.

If such monitoring discloses any breaches of any law or company policies disciplinary action may follow, including termination from the employment.

During Employment or cessation of your employment you cannot share any such data of the company pertaining to its customers, partners, employees, sensitive information

17.Intellectual Property: Subject to any relevant legislation, if at any time in the course of your employment you make or discover or participate in the making or discovery of any letters patent, trade marks, service marks, designs, copyrights, inventions, drawings, computer programs, know-how and rights of like nature however arising and whether registered or unregistered ("intellectual property") relating to or capable of being used in the Company (and of any other relevant Group Company, affiliate and/ or business associate of the Company) you shall immediately disclose full details thereof to the Company and, at the request and expense of the Company, you shall do all things which may be necessary or desirable for obtaining appropriate forms of protection for such intellectual property in such parts of the world as may be specified by the Company and for vesting all rights in the same in the Company or its nominee.

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All rights and obligations under this paragraph in respect of intellectual property made or discovered by you during your employment shall continue in full force and effect after the termination of your employment and shall be binding upon your personal representatives

The employee shall not disclose to anyone, directly or indirectly, except when the duties may require, during or subsequent to the term of employment, any trade secret or confidential information regarding Company's business. Trade Secrets and Confidential information for this purpose shall include, but not limited to, product information, process information, customer lists, employee details, company policies and procedures and financial information (including results, budgets and other financial plans and systems).

18. **Notice Period:** In case either the employer or the employee wishes to terminate the employment contract, a notice of 90 days should be served in writing by the party who wishes to terminate the contract to the other party. The Company depending on the business context and its sole discretion may allow you to pay the equivalent of the Total Fixed Cost (TFC) *(excluding gratuity and GMC if applicable)* amount in lieu of any period and / or adjust notice period against your leave balance subject to satisfactory handing over of the charges to your superior.

Notice period during probation would be 30 days or equivalent of the TFC *(excluding gratuity)* in lieu of notice.

19. **Termination:** 1. If any time during the course of your employment it is found that you have made a false or an incomplete declaration as regards to your qualifications/ experience and other details, your appointment will be treated void *ab initio* and you shall cease to be on the rolls of the company with immediate effect. In that case you shall not be entitled to any notice period or payment in lieu thereof.

2. If any time during the course of your employment it is found that you have:

a. committed any act of gross misconduct; or

b. committed any serious breach or repeated or continued a material breach of the terms of your employment; or

c. been guilty of conduct tending to bring yourself or the company into disrepute; or

d. been convicted of a criminal offence, other than a road traffic offence for which you are not sentenced to a term of imprisonment whether immediate or suspended; or

e. become bankrupt or made any arrangement or composition with or for the benefit of your creditors; or

f. cease to hold the qualifications necessary for you to carry out your work with the company; or

g. been found in an act of moral turpitude or having indulged in violations laws as applicable in general to the Company; or

h. been absent for a continuous period of 14 days (including absence when leave though applied for, is not granted or when you overstay period of sanctioned leave by 14 days); or

i. provided false, inaccurate or incomplete information to the company regarding your background and/or previous employment.

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j. been found inefficient or lower performer as compared to other employees of your category.

In all such aforementioned cases you shall not be entitled to any notice period or payment in lieu thereof.

20. **Performance Monitoring** :You are required to deliver performance up to the expected levels as per the targets entrusted to you by reporting officer from time to time. In case your performance is not found to be satisfactory, you will be put under an appropriate Performance Improvement Plan. In case your performance does not improve even after you are put on such plan, the Company will review the matter of continuance of your employment and take appropriate action, including but not limited to termination.

21. **Non Solicitation:** You shall not at any time during the term of your employment with the Company or thereafter for a period of six months after cessation of your employment, directly or indirectly solicit the Company's (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) personnel to leave the employment of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) or apply for employment with any third party or encourage such personnel of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) to take any action or inaction that may adversely impact the performance or reputation of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) of its obligations under this Letter of Appointment and / or any other contract or adversely impact the ability of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) to carry out its normal business activities.

22. **Others:** 1. It will be obligatory on your part to ensure compliance to the applicable statutes, regulations and requirements laid down by the Company, JV partners various regulatory and statutory bodies .

2. In the event of you being found acting in breach of your terms of appointment or indulged in an act of misconduct or an act that has brought disrepute to the organization, you shall render yourself liable for a disciplinary action as per the rules as applicable .

3. Clause headings do not form part or affect the interpretation of this letter of appointment.

23. **Joining Formalities:** As part of the joining formalities, you are requested to bring the following documents with you on the day of joining:

1. 3 Passport size photographs on red background (for branch offices red is not mandatory).

2. Copies of all years mark sheets of the highest qualification/Degree certificate

3. Copy of previous employer Salary Slip

4. Copy of Relieving Letter / Endorsed Resignation letter.

5. Copy of Address proof (any one) :-Ration Card/ Utility Bills/ Driving License/ Passport/ Affidavit

6. Copy of PAN Card

7. Copy of AADHAR Card

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We take this opportunity to congratulate you on your selection and look forward to a long and mutually beneficial professional association.

For **Care Health Insurance Limited**

31/7/2024

Rashi Ramani Accepted and agreed by **Ritika Bhattacharya**

Head - Human Resources

Annexure: 1

	Per Annum	Per Month
BASIC	219996	18333
ALLOWANCES		
House Rent Allowance	110004	9167
Education Allowance	111480	9290
LTA Through Salary	42000	3500
MONTHLY GROSS *		**41451**
BENEFITS:CONTRIBUTION BY ORGANISATION		
Statutory Bonus	13932	1161
Provident Fund	26400	2200
Gratuity	10584	882
GMC	15600	1300
TOTAL FIXED COST(TFC)	549996	
Annual Performance pay	49499	0
Total Cost to Company (TCTC)	599495	0

0

*** The following amount will be deducted from your monthly gross as your contribution towards statutory benefits**
PF - 2200

**** Leave Travel Allowance or Medical Allowance (if applicable) will be paid as monthly components**

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***** Gratuity(if applicable) - As per Gratuity Act, payable only after completion of 5 continuous years of service in organization.**

- **Participation in Incentive/Bonus Schemes** You are eligible to participate in the Company's Annual Incentive/Bonus Plan subject to the terms and conditions of such Plan and any amendments as may be made from time to time.

- **Deductions** The Company may during your employment, or on termination for whatever reason, deduct from your remuneration any monies due from you to the Company including but not limited to:
  - Any overpayment of salary or expenses or payment made to you by mistake or misrepresentation; and/or
  - Any outstanding loans or advances made to you by the Company; and/or
  - Amounts equal in sum to the amount of any secret/illegitimate profits that you make from the Company's business/interests; and/or
  - Any debt owed by you to the Company; and/or
  - Any other deductions permitted under applicable law including Tax.

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cloudnine

Date: **Mar 16, 2024**

Dear Dr. Rohan,

Congratulations! You've landed on Cloudnine!

We are delighted to offer you the position of **"Asst. Manager - Operations"** in the **"Center Management Team"** department.

On Cloudnine, we are continually scouring the country for bright, young talent who can infuse our brand with new blood, energy and spirit. We are a community of vibrant minds and kindred souls. And we'd love for you to be a part of it. We found that your experience and outlook meshes well with the skill sets we are looking for in this role, and we look forward to the value that you can add to our organization.

As and on Cloudnine, our organizational fabric is seamed together by four intrinsic values: Respect, Innovation, Customer Centricity and Integrity. We pride ourselves on being an organization that is equally outward and inward looking, channeling the energies harboured within us to our customers and well-wishers.

Our brand is also deep-seated in a guiding trinity we've christened the 3C's: comprehensive care, clinical excellence and celebration. These principles lead the Cloudnine way beautifully, marrying superior care with little flashes of delight. Just as surely as the 3Cs are exemplified towards guests, they are mirrored towards employees. Our organization is rooted in superlative employee satisfaction and care, and the celebration of milestones big and small. Our work is tightly tethered to passion and play, and we love what we do. We cherish each day, and we want you to do the same.

There's only one step left before we embark on this brand-new, exciting journey. By accepting this offer letter, you can take your first step on Cloudnine. We promise you a treasure trove of new experiences that will keep you on Cloudnine for a long time to come.

You are requested to join us on or before **April 01, 2024**,
This job offer is contingent upon the following:

1. Completion of a satisfactory background check.
2. Satisfactory reference checks.
3. Execution of an employment/non-compete/confidentiality agreement.
4. Satisfactory Health checks.

For any questions, please feel free to respond to this email and I'll be happy to address them for you.

Yours sincerely,

Sofia Joseph
Head–Human Resources

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Near Sanganer Airport, Jaipur-302029

cloudnine

Date: **Mar 16, 2024**

Dr. Rohan,

Annexure-I

	Monthly	Annualized
Earnings		
Basic + DA	20308	243696
HRA	10154	121848
Special Allowance	20308	243696
Gross Earnings	50770	609240
Retirals		
PF Contribution (Employer)	0	0
Meritorious Contribution	977	11724
Statutory Bonus		
Advance Statutory Bonus **	1516	18192
Performance Linked Pay		
Performance Linked Pay *	5077	60924
Incentive	0	0
Cost to Company		
Cost to Company	58340	700080
Deductions		
ESI Contribution (Employee)	0	
PF Contribution (Employee)	0	
Professional Tax (Employee)	200	
Total Deductions	200	
Monthly Take Home ***	52086	

*** Performance Linked Pay and Meritorious Contribution as per policy.**
**** Monthly Advance Statutory Bonus paid against Annual Statutory Bonus amount.**

***** Take Home is before Income Tax and excluding Performance Linked Pay and Health Insurance Deductions**
- **Applicable tax to be borne by the employee.**
- **Health Insurance Coverage for Self and Family & Accident Insurance Coverage for Self as per policy and deductions made at actuals.**
- **Special Allowance may be allocated to reimbursement options detailed below.**

Reimbursement Options	Annual Limit
Food Coupons	Rs. 30,000

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October 8, 202

Dr. Roma Rajesh Gaikwad
Rony Gaikwad Palace, House no.1,
Bhim Nagar, Street no 1, Near
Rameshwari Bus Stop, Ring Road,
Nagpur- 440027
India
Ph: +91- 8669049165

Dear Roma,

Welcome to Infosys!

At Infosys, our purpose is to amplify human potential and create the next opportunity for people, businesses and communities. Our employees are key to realizing this. It is our continuing ambition to find and retain people who believe in our values and share our desire to build a great company.

It is therefore with great pleasure that we offer you the position of **Associate Consultant** with Infosys Limited (hereinafter referred to as **"Company"** or **"Infosys"**).

Please see enclosed the offer of employment.

The offer of employment shall remain valid for a period of 14 (fourteen) calendar days from the date of the offer of employment unless withdrawn by the Company at any time before your explicit acceptance.

The offer of employment shall be deemed to have been rejected by you, in the event : (i) you fail to communicate your acceptance to the offer within 14 (fourteen) calendar days from the date of the offer of employment where you have not been granted any extension of time by Infosys to communicate your acceptance; or (ii) you notify Infosys in writing that you are rejecting the offer of employment or (iii) you do not join the Company at the Location specified below or any other location that may be informed to you.

Please note that all the employees of Infosys are required to be double vaccinated against Covid-19 unless an exemption exists, for which satisfactory medical evidence will need to be submitted to Infosys at the time of joining.

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

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

Warm regards,

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

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Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

INFOSYS LIMITED
SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village
Singapore Township PO, Ghatkesar Mandal
Rangareddy District, Hyderabad 500 088, India
T 040 40600000
F 040 666341356

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

Company Confidential - This communication is confidential between you and Infosys Limited

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HRD/1007855303/24-25

October 8, 2024

Dr. Roma Rajesh Gaikwad
Rony Gaikwad Palace, House no.1,
Bhim Nagar, Street no 1, Near
Rameshwari Bus Stop, Ring Road,
Nagpur- 440027
India
Ph: +91- 8839629214

Dear Roma,

The details of your offer of employment with the Company, are mentioned below:

1. Role Designation : Associate Consultant

2. Role : Associate Consultant

3. Job Level : 4

4. Joining Date

Your scheduled date of joining the employment is **October 14, 2024** .

5. Location

Your location for employment is **HYDERABAD (SEZ)** , SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village Singapore Township PO, Ghatkesar Mandal Rangareddy District, Hyderabad 500 088, India.

You may be asked to relocate to any of the Company`s units, departments or the offices of the Company`s affiliates* and/or the offices of the Company`s customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant policies of the Company in that work location.

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

**For the purpose of this offer of employment, `Affiliate` means an entity that controls, is controlled by, or is under common control of the Company. `Control` includes the right to appoint majority of the directors or to control the management or policy decisions exercisable by a person or persons acting individually or in concert, directly or indirectly by virtue of their shareholding or management rights or shareholders agreements or voting agreements of in any other manner.*

INFOSYS LIMITED
SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village
Singapore Township PO, Ghatkesar Mandal
Rangareddy District, Hyderabad 500 088, India
T 040 40600000
F 040 666341356

Corporate Office:
CIN: L85110KA1981PLC013115
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Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com

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6. Probation and Confirmation

You will be on probation for a period of 6 (six) months from the date of joining the Company. During your probation, you will be continuously assessed for your suitability to continue in service. In evaluating your suitability, your adherence to the Company policies and applicable laws will also be considered. Notwithstanding anything stated herein, and without limiting the rights of the Company, the Company would be entitled to terminate your services immediately without any notice during your probation, for the occurrence of any action/omission, including but not limited to the following:

(a) for failure to submit the documents required by the Company, details of which are enclosed in Annexure - IV;

(b) for failure to pass background checks to the satisfaction of the Company, including inability to prove employment with previous employers (i) by way of submission of statement of bank account which evidences salary payments by the previous employer, or (ii) statement of provident fund account which evidences contribution of provident fund by the previous employer, or (iii) submission of Form 16/Income tax returns filed, as issued under the Income Tax Act, 1961 or any other applicable law;

(c) for failure to perform the duties that you are capable of performing and as required by the Company;

(d) for any action/omission which may render you unsuitable for the role, as determined by the Company; and

(e) for any other reason, as considered appropriate by the Company.

Your probation shall be confirmed only upon a written communication from the Company.

7. Duties

You will perform day to day duties and activities in accordance with the job description for your Role, as well as other duties you are capable of performing, as required by the Company.

Your position, duties and reporting lines may be changed by the Company as required, from time to time, and you will be informed in writing of those changes.

Unless you are informed otherwise, these terms will continue to apply to you, even though your position, duties and reporting lines may change.

8. Leave

You are entitled to earned leave, right from your date of joining. You will be eligible for 15 (Fifteen) working days of leave annually, during probation. On confirmation, you will be eligible for 20 (Twenty) working days of leave annually.

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

The Company`s policies also provide for Maternity, Paternity and Bereavement leave. Further details will be provided to you at the time of joining.

9. Promotion and Progression

The Company is committed to a performance-based culture. Career progression and increments in your salary will depend significantly upon your performance and demonstrated achievement of agreed business outcomes and desired professional behaviour. A formal assessment of your performance will be periodically conducted in line with the Company`s performance appraisal process with which you will be required to become familiar with, and in which you will need to participate.

10. Compensation and Benefits

Salary

Your Fixed Salary including retirals will be **INR 63,751 per month** and Total Gross Salary inclusive of the Performance Bonus and retirals will be **INR 70,834** per month. Your salary is based on the work performed by you and includes an amount to compensate you for any reasonable additional hours worked by you. The break-up of your salary has been provided in the Compensation Details sheet at Annexure - I.

Basket of Allowances (BOA)

The Basket of Allowances is part of your Fixed Salary.

You will have the flexibility of choosing the components of your BOA and the amounts under each of such components that you have chosen, as per the options provided to you on the Company`s intranet.

Performance Bonus

You will be eligible for a Performance Bonus (as per the Company`s Bonus Plan) of **INR 7,083** per month, at a maximum payout of 100%. The Company operates a non-contractual Bonus Plan linked to your performance, Company`s performance and your unit / department`s performance. Any Performance Bonus amount awarded shall be entirely at the discretion of the Company. The Company reserves the right to amend the non-contractual Bonus Plan at any time. The break-up of your salary has been provided in the Compensation Details sheet at Annexure - I.

Guaranteed Performance Bonus

For the first 6 (six) months of your employment with the Company, you will be paid **50%** of your Performance Bonus amount as mentioned in the above clause (Performance Bonus), as a Guaranteed Performance Bonus. The Performance Bonus mentioned in above clause is inclusive of, and not in addition to Guaranteed Performance Bonus.

Ex - Gratia / Bonus

You will be eligible for an ex - gratia/ bonus payout which is calculated at 20% of the basic salary as mentioned in the Compensation Details sheet at Annexure - I of this offer of employment. The mode of payment will be as follows:

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Near Sanganer Airport, Jaipur-302029

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

National Pension Scheme

The Company offers all India based employees the option to contribute towards the national pension scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks.

Insurance

Health Insurance: You will be eligible to participate in a Group Health Insurance Scheme and covered by default under the standard health insurance plan as per the applicable Company Health Insurance Policy. You may also choose to enhance the benefits with other participatory optional health insurance plans.

Life Insurance: You will be covered under the Group Life Insurance Scheme, managed by Infosys Employee Welfare Trust (**"Trust"**). The Trust is established for the benefit and welfare of the employees of the Company and provides assistance to the employees in various forms including but not limited to extension of medical facilities. All employees become members of the Trust, by a one-time payment of **INR 250** and a fixed monthly contribution of **INR 325** which may increase from time to time. You hereby provide consent for such amounts to be deducted from your monthly salary.

The details of the scheme(s) would be available to you when you join the Company.

11. Work Health and Safety

11.1. You agree to comply with all the directions and instructions emanating from the Company regarding health and safety and shall also take all reasonable steps to ensure that you do not undermine your health and safety or the health and safety of any other person during the period of your employment with the Company.

11.2. You hereby acknowledge and agree that you are medically fit, at all times, to discharge the role and duties entrusted to you by the Company. In the event, the Company has any concerns about your fitness to work at any point in time, the Company may require you to consult and/or undergo a medical examination with a registered medical practitioner as nominated by the Company. You hereby agree to provide the Company with a copy of any such medical reports/results and/or authorize the Company to communicate with the concerned medical practitioner regarding your fitness to return to work. In the event, you are declared medically unfit to discharge your role and duties by a registered medical practitioner or you fail to discharge your role and duties on account of your continued ill health/prolonged illness, your employment may be terminated in accordance with the Company procedure.

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11.3. You hereby acknowledge and agree that in the event you contract any infectious or contagious disease, you will immediately report this information to your manager and/or the BP-HR and upon the Company`s direction, you shall not enter the office of the Company or that of the customer, until permitted to return. The Company also reserves the right to refuse entry into the workplace to any individual who is deemed by the Company to be unfit at its sole discretion, in the interest of providing a safe and hygienic environment for all the employees and third parties visiting the workplace. You hereby agree that during such period when you are not working, you will be on earned leave and upon exhaustion of the earned leave, on unpaid leave.

11.4. You may be required to provide the Company with a medical certificate from a registered medical practitioner to verify a leave claim made on account on sickness.

12. Notice Period and Termination of Employment

Prior to the commencement of your employment with the Company, this offer of employment may be terminated by the Company without any notice to you.

During your probationary period and post confirmation of your employment with the Company, you will be required to give 3 (three) months` notice or salary thereof in case you decide to leave the services of the Company, subject to the Company`s discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the 3 (three) months` notice period. Similarly,the Company can terminate your services with immediate effect and on such termination the Company can give you 3 (three) months` notice or salary thereof.

Your services can be terminated without notice or payment in lieu of notice, at any time, for the occurrence of any of the below act(s)/omission(s), including but not limited to the following:

(a) engagement in misconduct;

(b) loss of confidence by the Company;

(c) engagement in any conduct which brings or may bring the Company into disrepute;

(d) convicted of an indictable offence or enter a plea of guilty to a charge brought for an indictable offence;

(e) in any other circumstance, in which the Company has the right to do so in accordance with the applicable law in force, including any significant breach of the terms and conditions of your offer of employment and/or breach of the Company policies.

13. Garden Leave

The Company may place you on paid leave and direct you to comply with all or part of the following in such circumstances including but not limited to, following the notice to terminate your employment by either party:

(a) not to perform any duties for part or all of the notice period or be employed or engaged in the conduct of any activity of the Company;

(b) not to enter the premises of the Company;

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(c) not to contact or have any communication with customers, prospective customers, employees, consultants, prospective investors, suppliers, distributors, shareholders, agents, representatives or other business contacts of the Company; and/or

(d) remain available to be called upon during your ordinary hours of work as specified by the Company.

During such period, the Company may appoint 1 (one) or more persons to replace you in the performance of the duties of your position.

During such period, the Company shall continue to pay you, your salary and provide your contractual benefits, but shall have no obligation to provide you with any work or opportunities to earn/accrue incentives/commission over and above your salary and all duties of your employment (express and implied) will continue, including but not limited to your duties of fidelity, good faith and exclusive service.

14. Termination Obligations

If your employment is terminated, then you must immediately return all confidential information and any other property of or relating to the Company or the customer, subsidiary or associated companies of the Company which you may have, without retaining any copies of the same.

On termination of your employment for any reason:

(a) you must repay all the monies owed to the Company;

(b) the Company will pay all entitlements owed to you; and

(c) the Company can, to the maximum extent permitted by law, withhold and set-off any amount owed by you under sub-clause (a) from or against any amount owed to you under sub-clause (b).

In the event your employment is terminated due to misconduct while on secondment, to an affiliate of the Company, or any third party, then your employment with the Company shall also stand terminated.

You hereby acknowledge and agree that any statutory or other `last in, first out` rule or any modification thereof shall not apply to you in the event of termination of your employment with the Company for any reason.

15. Deductions

During the course of your employment, you authorize and permit the Company to make any deductions, as required, from your salary in accordance with the applicable law and Company policies. The deduction can include but not be limited to: (a) personal calls made through phone provided by the Company; (b) personal expenses incurred on a Company-issued credit card; (c) recovery of any owed amounts to the Company; (d) personal use of Company-provided facilities; (e) recovery of any tax amounts paid by the Company.

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16. Background checks

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

You acknowledge and agree that the aforementioned information and/or documents provided by you to the Company are true, complete and correct and you have not withheld any information from the Company that would affect your ability to successfully carry out your employment with the Company.

If you fail to submit the necessary information and/or documents as required by the Company within the specified time period or if the Company is not satisfied with the outcome of the background checks, or if the Company finds at any time that any information and/or documents given by you are not correct, true or complete in all respects, the Company may at its discretion and to the fullest extent permitted by applicable law, revoke this offer of employment prior to your acceptance, or terminate your employment without notice or payment of compensation.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information and/or documents including but not limited to: (i) statement of bank account which evidences salary payments by previous employer, or (ii) statement of provident fund account which evidences contribution of provident fund by previous employer, or (iii) submission of Form 16/Income Tax Returns issued/filed under the Income Tax Act, 1961 or any other applicable law, or (iv) proof of submission that your Aadhaar number is linked with your Universal Account Number (**"UAN"**) as issued by the Employees` Provident Fund Organisation, India.

Please note that the Company requires you to furnish a copy of your passport at the time of joining.

17. Conflict of Interest

You agree to cease any existing engagement, whether full-time or part-time, as director / partner / member / employee / sole proprietor of any other organization / entity / sole proprietorship engaged in any form of business activity or public or charitable endeavour prior to joining the Company. You agree to ensure that your last working day with such organization/entity, whether full-time or par-time, is at least one working day prior to your start date with the Company.

You agree not to be, whether full-time or part-time, a director / partner / member / employee / sole proprietor of any other organization / entity / sole proprietorship engaged in any form of business activity or public or charitable endeavour, at any time during the course of your employment with the Company, without the written consent of the Company and to avoid situations that may lead to absenteeism, tardiness, conflict of interest or poor job performance. The consent may be given subject to any terms and conditions that the Company may think fit and such consent may be withdrawn at any time at the discretion of the Company.

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18. Other terms and conditions

18.1. You agree that your primary graduate educational degree and where applicable your post-graduate educational degree which are relevant to the role offered to you is secured under a regular full-time program and not through any distance learning and/or part time program. You further agree and acknowledge that all your educational degrees are secured from educational institutions approved by University Grants Commission (UGC)/ All India Council for Technical Education (AICTE)/ Association of Indian Universities or such of its successors. The Company reserves the right to recognize any educational degree or diploma secured from any other educational institution, in its sole and absolute discretion.

18.2. You hereby agree to provide the Company with the information and/or documents, as required, to enable the Company generate a UAN at the time of joining the Company where you do not have an existing UAN.

18.3. You hereby acknowledge and agree that, at all times during the course of your employment with the Company, you will act in compliance with your obligations under Section 142 of the Code on Social Security, 2020 or such other law, which requires you to establish your identity through your Aadhaar number provided to you under the provisions of the Aadhaar (The Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 or any other law in force for time being.

18.4. Subject to applicable laws, you shall communicate to the Company within a period of 2 (two) working days, in the event of any change in your citizenship status and/or your ability to lawfully work in India. Subject to applicable laws, you also consent to and agree that the Company may, at any time during your employment, perform a check on your citizenship status, and confirm your right to work in India.

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

18.6. You hereby agree that based on the nature of your work and business requirements, you may be required to work on rotational shifts including night shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company will be made applicable to you.

18.7. You hereby agree and acknowledge that, at all times during the course of your employment with the Company, you will physically report to work at your location for employment, as mentioned in Clause 5 of this offer of employment, unless otherwise communicated to you by the Company. In the event, you fail to physically report to work at your location for employment in disobedience of the Company`s direction to report to work without any justifiable reasons, the Company reserves the right to initiate appropriate action against you.

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18.8. The Company may at any time or times, in the event of a fire, catastrophe, natural or man-made disasters, breakdown of machinery, communication equipment, statutory restrictions, failure / stoppage of the power supply, epidemic, pandemic, civil commotion, shortage of orders or other trade reason, financial difficulty, economic conditions, or any other cause which is beyond the reasonable control of the Company, suspend work, close down any department or departments wholly or partially for any period or period. You hereby agree to be on earned leave and upon exhaustion of the earned leave, on unpaid leave for the period you have been laid off by the Company.

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

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

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

18.12. The waiver by the Company of any breach of any term of this offer of employment will not prevent the Company from subsequently enforcing that term and it will not be deemed a waiver of any subsequent breach.

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

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

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

Yours sincerely,

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

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

Date: _____, 20_____

_____
Sign your name

_____ _____
Insert your name Location

Annexures: Compensation Details (Annexure I)
Customer Connection Agreement (Annexure II)
Confidentiality and Intellectual Property Rights Agreement (Annexure III)
List of Documents (Annexure IV)

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

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ANNEXURE - I

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Dr. Roma Rajesh Gaikwad**
ROLE	**Associate Consultant**
ROLE DESIGNATION	**Associate Consultant**

1. MONTHLY COMPONENTS	
BASIC SALARY	31,880
BASKET OF ALLOWANCES	20,136
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	6,057
MONTHLY SALARY	**58,073**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	319
FIXED SALARY (1+2)	**58,392**

3. PERFORMANCE BONUS	Performance Bonus Amount as mentioned in Clause
PERFORMANCE BONUS	**7,083**

TOTAL GROSS SALARY (INCLUSIVE OF PERFORMANCE BONUS) (1+2+3)	**65,475**

4. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	3,826
GRATUITY - 4.81% of Basic Salary*	1,533
COST TO COMPANY (1+2+3+4)	**70,834**

OTHER BENEFITS

Scheme	**Eligible Amount In INR**	**Interest**	**Monthly Instalments**	**Margin Money** (To be borne by the employee)
SOFT LOAN	Fifty Thousand (without security)	@7%	12	Nil

All the above benefits are as per Company's policies,which are subject to change from time to time.The Company in its sole and absolute discretion can restructure the components of the Fixed Salary, without changing the Total Fixed Salary. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.

* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act or the Code on Social Security, 2020, as may be applicable.

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ANNEXURE - II

CUSTOMER CONNECTION AGREEMENT

I _____accept employment with Infosys Limited (**"Infosys"**).

I hereby acknowledge and agree that, for a period of six (6) months following the termination (whether voluntary or involuntary) of my employment with Infosys for any reason, I will not work for or provide any services to a Customer, either directly or indirectly in any Capacity.

For the purposes of this Customer Connection Agreement (**"Agreement"**):

"Capacity" shall include working for or providing any services as an agent, consultant, director or employee to the Customer and/or to any contractor or any supplier of the Customer.

"Customer" means any person, firm or entity or its affiliates or its successors-in-interest, who is a client of Infosys and/or its affiliates and with whom I had worked or dealt in a professional capacity at any time during the twelve (12) months immediately preceding the termination of my employment with Infosys.

Employee Signature:

Employee Name: Roma Rajesh Gaikwad

Acknowledged by Infosys Limited:

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

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ANNEXURE - III

CONFIDENTIALITY AND INTELLECTUAL PROPERTY RIGHTS AGREEMENT

This Confidentiality and Intellectual Property Rights Agreement (hereinafter referred to as **"Agreement"**) is entered into on October 14, 2024 (hereinafter referred to as **"Effective Date"**), at Rony Gaikwad Palace, House no.1, Bhim Nagar, Street no 1, Near Rameshwari Bus Stop, Ring Road, Nagpur- 440027 by and between:

Infosys Limited, having its registered office at No. 44, Hosur Road, Electronics City, Bengaluru, Karnataka (hereinafter referred to as the **"Company"**)

AND

Roma Rajesh Gaikwad, residing at Rony Gaikwad Palace, House no.1, Bhim Nagar, Street no 1, Near Rameshwari Bus Stop, Ring Road, Nagpur- 440027 (hereinafter referred to as **"Employee"**)

RECITALS

1. The Company and the Employee are entering into, an employment relationship.

2. In the course of that relationship, the Employee may gain access to or use confidential information and other valuable and protectable information of the Company and its customers, suppliers or vendors.

3. The Employee agrees to deal with confidential information in accordance with the terms of this Agreement.

In consideration of the employment provided by the Company and other mutual promises and agreements contained herein below, the receipt and sufficiency of which are hereby acknowledged, the Company and the Employee agrees as follows:

1. CONFIDENTIAL INFORMATION

1.1 Confidential Information means and includes non-public information and information which is confidential including proprietary information and other information related to the business of the Company, its affiliates or any third parties with which the Company associates such as customers, suppliers, whether or not such information is expressly marked or designated as confidential information and includes but is not limited to:

(a) trade secrets; financial information; contracts; technical data; business data; customer lists, supplier lists; information relating to the management, personnel, strategies or policies of the Company and systems processes, methods, pricing and products of the Company.

(b) Information created or developed by the Employee in the course of employment with the Company, including the strategies, correspondence, reports, articles and other documents, artwork plans, designs, software and discoveries.

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(c) information supplied by, relating to or confidential to any other persons.

(d) information that has an actual or potential value to the Company, where the Employee has received, created or developed that information: (i) in the course of employment with the Company (whether or not prior to the date of this Agreement); or (ii) as a result of, or aided by, the existence of an employment relationship with the Company or any of its related body corporates, whether existing or having ceased to exist.

(e) any information which could be reasonably expected to be considered as confidential.

(f) any copies, summaries or notes of confidential information and any other materials incorporating, or derived from, confidential information.

1.2 Confidential information does not include any information that is, or becomes, public knowledge without any fault of the Employee.

1.3 The Employee`s obligations under this Agreement shall cease to apply in respect of any confidential information the disclosure of which is required under the applicable law in force or pursuant to a valid order of a court of competent jurisdiction or an authorized government agency, provided that the disclosure does not exceed the extent of disclosure required by such law, regulation, or order.

2. CONFIDENTIALITY OBLIGATIONS

2.1 The Employee agrees and acknowledges that during the course of h e r employment with the Company, the Employee shall use and have access to confidential information that are not a matter of public record, solely by virtue of her employment and for the purpose of enabling the Employee to discharge her obligations towards the Company as an employee.

2.2 The Employee agrees and acknowledges that the confidential information will not be disclosed by him to any person without the prior written approval of the Company. The Employee must not disclose confidential information to another employee of the Company except on a need-to-know basis and only with the prior approval of the reporting manager of the Employee.

2.3 The Employee agrees to maintain strict confidentiality in respect of all the confidential information both during his/her employment and subsequent to his/her employment with the Company.

2.4 The Employee must take all reasonable precautions to prevent an unauthorised disclosure of confidential information, including the following:

(a) the Employee must at all times store confidential information safely and securely; and

(b) the Employee must not remove confidential information from the premises at which it is stored except where it is necessary to do so.

2.5 The Employee agrees to assist in any legal proceedings initiated to protect confidential information.

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2.6 The Employee shall, upon termination of her employment or at the request of the Company, immediately deliver all media embodying confidential information that is in the Employee`s possession, custody or control, without retaining a copy of the same.

2.7 The Employee agrees to comply with any other reasonable obligations relating to confidential information, as required from time to time by a customer or supplier or vendor of the Company.

3. INTELLECTUAL PROPERTY RIGHTS

3.1 The Employee further agrees that all copyright, ownership and intellectual property rights in any work of any nature carried out by him during the course of her employment with the Company shall vest with and remain with the Company, customer, or supplier as the case may be. The Employee agrees that she will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a `Work Made for Hire`, the Employee agrees to and does hereby assign to Company all of her right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights which relate in any way to the business or contemplated business, research, or development of the Company. The Employee further acknowledges and agrees that the Company may, in its sole discretion, assign to third parties all such intellectual property rights.

3.2 The Employee agrees that she shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by him during the course of her employment, belonging to the Company, customers, or suppliers as may be the case. The Employee agrees to maintain strict confidentiality in respect of all such intellectual property rights both during her employment and subsequent to her employment with the Company.

3.3 Both during the term of this Agreement and thereafter, the Employee agrees to fully cooperate with the Company in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by him under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Company all documents or papers that may be requested by the Company to enable the Company or customers, or suppliers of the Company to create, establish, publish or protect said intellectual property rights.

3.4 If requested by the Company, the Employee agrees to promptly return to the Company all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Company, including, but not limited to, all confidential information, all of which the Employee recognizes is the sole and exclusive property of the Company.

4. GENERAL

4.1 Survival: The Employee`s obligations under this Agreement shall survive indefinitely, notwithstanding any termination of the Employee`s relationship of employment with the Company.

4.2 Notification to new employer: In case the Employee leaves the employment of the Company, she hereby acknowledges and grants consent to the Company to notify to her new employer about her rights and obligations under this Agreement.

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4.3 Non Solicitation of other employees: The Employee hereby acknowledges and agrees that for a period of 12 (twelve) months immediately following the termination of her relationship with the Company for any reason, whether with or without cause, she shall not either directly or indirectly solicit, induce, recruit or encourage any of the Company`s employees to leave their employment, or take away such employees, or attempt to solicit, induce, recruit, encourage or take away employees of the Company, either for himself or for any other person or entity.

4.4 Notification to the customer: In case the Employee`s employment with the Company is terminated (whether by the Company or by him), or her engagement with a particular customer is terminated or changed by the Company, the Employee hereby acknowledges and agrees that the Company shall be solely responsible for notifying the concerned customer of the Company of the fact, timing, and details of such termination or change.

In addition, in the event that the Employee decides to terminate her employment with the Company, the Employee acknowledges and agrees that she will first notify the Company of her resignation before discussing it with any customer of the Company, and will desist from any such discussions until the Company has had a reasonable period of time to notify its customers of the same.

4.5 Ability to enter into Agreement: The Employee hereby represents and warrants to the Company that she is not a party to or otherwise bound by any agreement that may, in any way, restrict her right or ability to enter into this Agreement or otherwise be employed by the Company. Additionally, the Employee hereby acknowledges and agrees that she will not reveal to the Company, or otherwise utilize in her employment with the Company, any proprietary trade secrets or confidential information of any previous employer.

4.6 Rules and Regulations of the customer and the Company: The Employee acknowledges that during the course of her employment with the Company, she may be deputed on specific project/projects of customers. The Employee hereby agrees that during such deputation she will fully, punctually and to the satisfaction of the Company and such customers comply with all the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters, as may be prescribed by such customers.

The Employee further agrees to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Company and at customer sites. The Employee agrees to adhere to the specific security measures at the customer sites unequivocally and to the satisfaction of the Company and the customers.

4.7 Governing Law: This Agreement shall be governed by the laws of India. The Company and the Employee hereby agrees to the exclusive jurisdiction of the courts in Bangalore, India.

4.8 Waiver: The waiver by the Company of any breach of any term of this Agreement will not prevent the Company from subsequently enforcing that term and it will not be deemed a waiver of any subsequent breach.

4.9 Severability: If any word, phrase or clause of this Agreement is held to be void, illegal or unenforceable, that word, phrase or clause shall be deemed to be severed without affecting the operation of the remainder of this Agreement. All overlapping obligations in this Agreement are intended to operate cumulatively and to bind the parties, subject to the severance of any obligations held to be void, illegal or unenforceable.

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4.10 Interpretation: In this Agreement:
(a) words in the singular include the plural and vice versa; and
(b) a reference to a person includes a reference to a body corporate, unincorporated association, statutory or other authority, partnership or any other entity.

4.11 Cumulative obligations: The Employee`s obligations under this Agreement are in addition to, and do not limit or detract from, any duties or obligations owed by the Employee to the Company under any applicable law, in equity or otherwise.

4.12 Remedies: The Employee hereby agrees that the Company may initiate appropriate legal action against him for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and legal fees.

Employee Signature: Employee

Name: Roma Rajesh Gaikwad

Acknowledged by Infosys Limited:

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

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ANNEXURE - IV

LIST OF DOCUMENTS TO BE SUBMITTED AT THE TIME OF JOINING

(a) Class 10 (or equivalent) marks sheet(s);
(b) Class 12 (or equivalent) marks sheet(s);
(c) Graduation marks sheet(s);
(d) Graduation degree certificate/provisional degree certificate;
(e) Post Graduation marks sheet (if applicable);
(f) Relieving letter and experience certificate from all your previous employer (applicable only in case you have been previously employed);

(g) First and last page of the passport (if you don`t have a passport, kindly apply immediately);

(h) Registration Number with the National Skills Registry (also known as ITPIN)/National Skills Registry Card;

(i) Permanent Account Number (`PAN`) Card* (Please note that under the Income Tax Act, 1961, furnishing of PAN to the employer is mandatory).

(j) Passport size photographs

*Your PAN is required for calculating the income tax on your salary. If you fail to provide your PAN, the Company will deduct TDS (tax deducted at source) at higher rates, as per applicable law.

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Anita Thapa

From: *Anita Thapa*
Sent: *23 May 2024 11:56*
To: *Anita Thapa*
Subject: *FW: Selected Candidates Status - Invitation for Campus Engagement- IIHMR University, Jaipur*

From: Rahul Khandelwal <rahul.khandelwal@fortishealthcare.com>
Sent: Monday, November 20, 2023 5:50 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Ravi Ranjan Kumar Ravi <ravi.ranjan@fortishealthcare.com>
Subject: Selected Candidates Status - Invitation for Campus Engagement- IIHMR University, Jaipur

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Vinod,

Please find the below final selected candidates , their offer letters will be shared soon –

		During Dissertation		Post Submission of Degree	
Name of an Employee	**Unit Name**	**Designation**	**Stipend P.M.**	**Designation**	**CTC (PA)**
Dr. Hitendra Baro	FMRI	Management Trainee	30,000	Assistant Manager	480,000
Dr. Rajat Dewan	FMRI	Management Trainee	30,000	Assistant Medical Superintendent	1,200,000
Dr. Nitika Yadav	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Ms. Isha Singh	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Dr. Rishabh Yadav	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Medical Superintendent	1,200,000

Ms. Ruby Gautam	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Dr. Shivani Salar	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Ms. Shalini Nandi	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000

CTC includes all retirals and benefits. Tax applicability will be there as per the laws.

Please confirm their tentative joining for Offer letter generation.

Regards,
Rahul Khandelwal

From: Rahul Khandelwal
Sent: Tuesday, November 7, 2023 10:18 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Subject: RE: Invitation for Campus Engagement- IIHMR University, Jaipur

Dear Vinod,

Please find the attached Group Composition for GD round.

Regards,
Rahul Khandelwal

The Registrar
IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur 302029

From: Rahul Khandelwal
Sent: Saturday, November 4, 2023 12:36 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Subject: RE: Invitation for Campus Engagement- IIHMR University, Jaipur

Dear Vinod,

I am writing to confirm our visit to the campus on November 8, 2023.

1591

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Ernst & Young LLP
3rd & 6th Floor
Worldmark-1
IGI Airport Hospitality District Aerocity
New Delhi - 110 037, India
Phone: +91 11 6671 8000
Fax: +91 11 6671 9999

05 June 2024

Ms. Sadaf Nayab
Flat 1204, Tower 9, Tata Ariana,Kalinga Nagar,
bhubaneswar, 751029

Your appointment as Associate Consultant in Business Consulting PI.

Dear Sadaf,

With reference to your application and the subsequent interview(s) you have had with us, we are pleased to confirm your appointment for the above position in **Ernst & Young LLP** subject to the following terms and conditions. Further, we understand that you have appeared / will be appearing for Final exams. This appointment is subject to you clearing said exams. In case you are unsuccessful this appointment will automatically be void.

1. Job Title

You shall be designated as **Associate Consultant** in Band **5.**

The designation and band are for reference only and do not entitle you to any benefit other than as has been specified in this letter, or intimated to you in writing in respect, thereof. The Management retains the right at all times to change / modify / amend the titles/ designations or to rearrange the band structure, which may impact the above fact.

2. Annual compensation

a. Your annual compensation including benefits, allowances, and perquisites, if any, payable by the Firm is **INR 7,50,000 per annum (Rupees Seven Lakh Fifty Thousand Only)**. A typical break up is provided as an Illustration in Annexure A to this Agreement.

b. Your eligibility to performance linked bonus is driven by firm's performance bonus policy. This component, if eligible, is in addition to your annual compensation.

c. The performance bonus scheme is subject to revision at the discretion of the Firm's Management.

d. Besides this you will be eligible for Gratuity as per Payment of Gratuity Act, 1972. You may note that as per the Act provisions there is an upper limit of 20 Lakh.

e. Your compensation will be subject to income tax as per the provisions of the Income Tax Act, 1961.

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f. It is further clarified that post your appointment with the firm you will not be covered under the current year's PMDP cycle (Performance Management & Development Process) and will be covered only from the next year cycle.

3. Date of joining

As agreed, you shall join the services of the Firm on **08 July 2024.**

4. Probation

You shall be on probation for a period of (6) months from your date of joining, the period of which may be further extended at the discretion of the Management. After completion of the probation period and subject to your performance your appointment shall be confirmed in writing.

5. Retirement

Your retirement age shall be 60 years.

6. Transferability

Your initial place of posting will be **NCR-New Delhi (Aerocity).** However, your services are liable to be transferred from one location to another, anywhere in India.

7. Notice period and termination

a. Either party may terminate the employment by giving a mandatory minimum of 3 months' notice to the other party, (also applicable during probation period) The Firm may, at its discretion, with or without conditions, agree to waive off the 3 months' notice period requirement, either wholly or partly.

b. The Firm may terminate / suspend your services, at its discretion, at any time immediately upon written notice to you, if it has been alleged and prima facie established, through preliminary internal enquiry that you have committed (i) any heinous criminal act or any offence involving moral turpitude (the term "Moral Turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general.), (ii) sexual harassment (adjudicated guilty as per the Firm's policy and local laws) or (iii) other act that threatens or is likely to damage Firm's reputation.

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8. Code of Conduct and Policies

a. You shall at all times carry out such duties and responsibilities as may be assigned to you by the Firm and shall faithfully and diligently perform these in compliance with established policies and procedures, endeavouring to the best of your ability to protect and promote the interests of the Firm.

b. You will be bound by the Firm's Code of Conduct and all other rules, regulations, policies and orders issued by the Firm from time to time in relation to your conduct, discipline and service conditions such as leave, work hours, dress policy, etc., as if these rules, regulations, policies et al, were part of this contract of appointment.

c. Without prejudice to the generality of the foregoing, you shall at all times comply with the Firm's policies and procedures (as may be intimated from time to time on the Firm's intranet or through the Firm's newsletters and webcasts or other written means), including but not limited to matters relating to independence, anti-bribery, prevention of insider trading.

9. Confidentiality

a. **Remuneration:** You shall at all times keep the details of your salary and employment benefits at the Firm strictly confidential, and shall not disclose such details to any other person within the Firm.

b. **Use of Firm's name:** You shall use the Firm's name, logo, trademark or other identifiers strictly in the manner permitted by the Firm's policies, or for the purposes of provision of services delegated to you to the extent required. Upon termination of your employment with the Firm, you shall not use the Firm's name, logo, trademark or other identifiers in any manner other than what is already a matter of public knowledge, provided however, you will not be in breach of this clause if you make reference to the Firm's name solely to describe your former association with the Firm subject to the confidentiality obligations which the Firm might have undertaken in relation to any of its clients, vendors or other Firm's personnel.

c. **Information:** You shall always maintain the highest degree of confidentiality with respect to the records, documents and other Confidential Information relating to the business of the Firm which may be known to you or confided in you by the Firm, its representatives, authorised personnel, vendors, sub-contractors, clients, etc., by any means and you will use such records, documents and information only in a duly authorised manner in the interest of the Firm. For the purposes of this clause, 'Confidential Information' means information about the Firm's business and that of its customers, sub-contractors, business partners or agents which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the Firm, its customer lists, employment policies, personnel, and information about the Firm's products, processes including ideas, concepts, projections, technology, manuals, drawings, designs, specifications, sales pitches, fees quotes, tender information, key personnel, customer contacts, thought leadership papers, resumes, records and other documents containing such Confidential Information, whether such information was disclosed to or accessed by you prior to or after the date hereof. You shall at all times, whether during or after the termination of your employment, act with utmost fidelity and not disclose or divulge Confidential Information to any third party or make use of any such information for your own benefit.

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d. At no time will you remove any Confidential Information from the Firm's offices without the permission of your reporting manager save and except for the purposes of performing the duties assigned to you in your capacity as an employee of the Firm. Upon termination of your employment with the Firm, or otherwise upon the Firm's request, you will immediately surrender to the Firm all files, books, magazines, reports, documents, manuals, audio and video tapes, discs, any knowledge databases entrusted to you, and any other data, information or material containing or reflecting Confidential Information. If the Firm requests, you shall also confirm in writing to the Firm that you have complied with this clause.

e. You acknowledge and agree that disclosure of any portion of the Confidential Information or any breach of the provisions herein may result in irreparable injury and damage to the Firm which will not be adequately compensable in monetary terms , that the Firm will have no adequate remedy at law therefor, and that the Firm may, in addition to all other remedies available to it at law or in equity, obtain such preliminary, temporary or permanent mandatory or restraining injunctions, orders or decrees as may be necessary to protect the Firm against, or on account of, any breach by you of the provisions contained herein, and you agree to reimburse the reasonable legal fees and other costs incurred by the Firm in enforcing the provisions of this Agreement. In addition, the Firm will be within its rights to (i) advertise for public knowledge / notice (ii) notify to your prospective employer or regulatory body, any impropriety or breach of confidentiality obligations hereunder, at its absolute discretion.

f. Your duty to safeguard and not disclose, share or publish Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Firm.

10. Non- Compete

a. You represent and warrant to the Firm that you are under no contractual, fiduciary, professional or other obligation or commitment that prevents you from entering into this Agreement, or is otherwise inconsistent with your obligations under this Agreement. If you were previously employed with another organisation, you represent and warrant to us that you have returned all property and confidential information belonging to any prior employer and do not have any outstanding issues/ unfulfilled employment obligation pending with your previous employer having legal ramifications / consequences for you or for us.

b. During your employment with the Firm, you will devote your whole time, attention and skill for its business and you shall not, except with the written permission of the Firm, engage directly or indirectly in any other business, profession, occupation or other commercial activity, whether as a principal, agent, contractor, consultant or otherwise, whether full-time or part-time.

c. You hereby agree not to directly or indirectly compete with the business of the Firm and its successors and assigns during the term of the Agreement and for a period of two years following the expiration or termination of this Agreement and notwithstanding the cause or reason for termination.

d. You will have to seek prior permission from the Firm for any employment with a client of the Firm or any other organization working with a client of the Firm, whose assignment you have worked on directly.

e. Subsequent to your separation from the Firm, for a period of twelve months, you will not without the consent of the Firm take up any job or assignment, either full time or otherwise,

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directly or indirectly for or on behalf of any other organization working with a client of the Firm, whose assignment you have worked on in the twelve months immediately preceding your separation from the Firm,.

11. Intellectual Property

In consideration of this Agreement and of the salary agreed to be paid in consideration hereof, you agree as follows:

a. The Firm shall own (as its exclusive property, free from any obligations towards you) all Intellectual Property developed or conceived by you solely or jointly with others during the period of your employment; This includes but is not limited to Intellectual Property that:

- is along the lines of the businesses, work or investigations of the Firm to which your employment relates or as to which you may receive information due to your employment
- result from or is suggested by any work which you may do for the Firm
- are otherwise made through the use of Firm's time, facilities or materials.

b. Not to disclose or utilize in your work with the Firm, any Confidential Information of others (including any prior employers) or any inventions or innovations of others without express permission.

c. To execute all necessary papers and otherwise provide proper assistance (at the Firm's expense), during and subsequent to your employment, to enable the Firm to obtain for itself or its nominees all patents, copyrights, or other legal protection for such Intellectual Property in any and all countries.

12. Personal Data

During the course of your employment with the Firm, you may provide the Firm with confidential data or information that can be linked to you personally, or otherwise personally identifies you, including but not limited to your financial information, email address, addresses, telephone numbers, shareholdings, physiological and/or mental health information, and medical records and history (your Personal Data). You acknowledge that the Firm may collect, use, transfer, store or otherwise process (Process) such Personal Data as required per the Firm's policies, to facilitate the conduct of the Firm's business, to conduct background checks, check conflicts or maintain independence, finance and accounting purposes or for quality and risk management purposes The Firm will Process your Personal Data in accordance with applicable law and professional obligations and shall ensure that any service provider who Processes Personal Data on our behalf adheres to such requirements.

You hereby consent to the Processing of your Personal Data in the manner described above, whether by the Firm or any service provider on the Firm's behalf.

13. Miscellaneous

a. The following annexures form an integral part of this Agreement:

Annexure A - Illustrative compensation break-up
Annexure B - Relocation letter

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b. **Additional Documents**: You may also be required to execute additional documents, declarations and/or deeds as (i) per the Firm's policy as may apply to you / your nature of services as well as (ii) per any requirement of law of the jurisdiction where you might be required to work as a part of your employment with us, depending upon your job requirements and/or (iii) per the requirement of any professional, industry or other regulatory body and/or (iv) to meet any specific client request and/or (v) per the Firm's exclusive discretion.

c. **Supersedes previous agreement**: This Agreement supersedes and replaces any existing Agreement between the Firm and you, relating generally to the same subject matter. It may not be modified or terminated, in whole or part, except in writing signed by an authorized representative of the Firm. This Agreement shall include all written deeds, documents, declarations, bonds and undertakings signed by you pursuant to and arising out of this document. Discharge of your financial undertakings (if any), in this Agreement shall be an obligation of your executors, administrators, or other legal representatives or assigns.

d. **Severability**: If any provision contained in this Agreement is held to be invalid or unenforceable, the remaining provisions of this Agreement shall be construed as if such provision did not exist, and the unenforceability or invalidity of such provision shall not be held to render any other provision of this Agreement unenforceable or invalid.

e. **Conditions precedent**: This appointment is valid subject to (a) your being medically fit, (b) your furnishing at the time of joining, documents in proof of your having been relieved by your present employer, and (c) our receiving satisfactory references on your background(In case the background verification is not satisfactory the firm will be at the liberty to terminate the appointment effective immediately).

f. **Privity of contract**: The terms of this Agreement may only be enforced by a party to this Agreement.

g. **Governing law and dispute resolution**: This Agreement, including all matters relating to its validity, construction, performance and enforcement, shall be governed by and construed in accordance with Indian law. In case of any dispute in relation to this Agreement the decision of the Management of the Firm shall be final and binding.

h. **Certificate of Practice**: If you currently hold a Certificate of Practice (CoP) issued by the Institute of Chartered Accountants of India, you hereby undertake to surrender the CoP with immediate effect, and provide us with evidence thereof. If you are a Chartered Accountant and do not currently hold a CoP issued by the Institute of Chartered Accountants of India, you hereby undertake not to apply for such CoP unless instructed or required by the Firm to do so.

i. You will disclose any directorships, trusteeships or other personal appointments held by you. You will consult and inform the Firm's Risk Management team of appointments and will immediately surrender any prohibited position as advised by them and disclose the positions permitted per the Firm's policies on the Directorship Evaluation Tool (DET) within 15 days of your date of joining. You will further notify or obtain prior approval, as applicable, from the Risk Management team, for any changes in the appointments that you may hold in the future.

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Please signify your acceptance of these terms and conditions of employment by signing the duplicate copy of this Agreement and return the same to us for the Firm's records.

Yours sincerely,

For Ernst & Young LLP

Anshula Verma

Authorised Signatory

I hereby accept the position and terms and conditions of employment offered and also provide my acceptance to all the annexures (if any) with the offer letter.

Signature Sadaf Nayab Digitally signed by Sadaf Nayab Date: 2024-06-06 20:40:57+05:30 Date Jun 6, 2024

Sadaf Nayab

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Annexure A

Illustrative compensation break-up

Particulars	Annual Values (INR)	
(A) Salary Components		**7,13,400**
Basic Salary:		3,00,000
House Rent Allowance:		1,50,000
Special Allowance:		75,000
Conveyance Allowance:		1,88,400
(B) Other Perquisites		**36,600**
Firm's Contribution to Provident Fund:		36,000
Year End Ex-Gratia		600
(C) Annual Fixed Compensation *(A+B)*		**7,50,000**
(D) Other Benefits		**34,423**
Gratuity (accrual)		14,423
Firm's contribution towards Medical insurance		20,000
(E) Total Compensation *(C+D)*		**7,84,423**
(F) Annual performance bonus (earning potential)	**Min. 0%**	**Max. 18%**
	0	1,35,000
Annual total earning potential (E+F)	**7,84,423**	**9,19,423**

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Please note that Permanent Account Number (PAN) is mandatory for salary processing. If you do not have a PAN already, then please apply for the same at the earliest.

1. House Rent Allowance (HRA): This will be 50% of your basic salary.
2. Special Allowance: Special Allowance will be in the range of 0% to 10% of the annual fixed compensation.
3. Conveyance Allowance: Conveyance allowance will be the balancing figure in your compensation structure.
4. Telephone Reimbursement: If opted for, you will be eligible for a reimbursement of INR 12000/- per annum. You may choose to claim up to a maximum of three bills namely, mobile, landline and broadband. Upon selection, it will get adjusted from conveyance allowance.
5. Leave Travel Allowance (LTA): If opted for, it will be equivalent to 12.50% of your basic salary, subject to maximum of INR 50,000/- per annum. Upon selection, it will get adjusted from conveyance allowance.
6. Provident Fund (PF): This will be as per the Employee's Provident Funds and Miscellaneous Provisions Act 1952. If you are an active member of PF, it will be mandatory for you to opt for the same. If not opted for, conveyance allowance will be adjusted accordingly.
7. Gratuity: You will be eligible for Gratuity as per the Payment of Gratuity Act 1972.
8. You will be eligible for medical insurance coverage for self, spouse, two children and parents/parents in-law up to INR 5 lac per annum, subject to your declaration as per the policy. Additionally, you, spouse and two children will be covered for critical illness cover of INR 10 lacs.
9. In the unfortunate case of death of an employee, the Firm extends financial support to the family up to three times of the last drawn annual CTC of the deceased employee. The minimum amount for this financial support will be INR 25,00,000.

Please note that all the benefits/coverage mentioned above are governed by the Firm's policies and/or statutory law, as applicable.

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New Delhi - 110 037, India
Phone: +91 11 6671 8000
Fax: +91 11 6671 9999

Annexure B
Relocation Letter

05 June 2024

Sadaf Nayab
Flat 1204, Tower 9, Tata Ariana,Kalinga Nagar,
bhubaneswar, 751029

Dear Sadaf,

Sub: Relocation benefits

In addition to the terms and conditions mentioned in the appointment letter, you are also eligible for reimbursement of relocation expenses per below mentioned details.

Your relocation expense entitlement is **INR 62,500/- (Rupees Sixty Two Thousand Five Hundred Only).** If any relocation expense paid/ incurred, exceeds the relocation eligibility limit, the same shall be recoverable from the employee.

Employee Self-Travel	• One-way trip (Air Travel/ Train Travel) between current location and new location for self. • A maximum of two one-way cab fare for airport transfers. For the purpose of reimbursement, GST registered metered/ App based cabs only will be considered. • In case the employee chooses to undertake a road trip via own car, mileage rates applicable (only one car permitted) will be INR 14 per km. The cost per km is inclusive of any other cost such as toll/fuel etc. Shortest route shall be taken as per google map for considering the KM distance. • In case of Rail travel you will get the reimbursement of your rail ticket.
Employee Self-Accommodation	• Accommodation should be booked by respective individual for maximum of 10 room nights' stay at guest house or hotel based on eligibility as per the firm's Travel policy. • Expenses incurred on food, laundry, newspaper etc. during the stay at guest house or hotel will not be reimbursable. • Payment should be made only via credit card, online banking, wallet etc.

Air bookings must be done only through the firm's Travel Desk. Please connect with your relocation spoc two weeks prior to your date of joining to facilitate transition.

In the event of you deciding to leave before completion of 1 year with the firm, the amount reimbursed hereunder will be recovered in full. For the purposes of this clause, the duration will

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IGI Airport Hospitality District Aerocity
New Delhi - 110 037, India
Phone: +91 11 6671 8000
Fax: +91 11 6671 9999

be calculated from your date of joining to date of you 'deciding to leave' (which shall mean the date of your resignation letter).

Yours sincerely,
For Ernst & Young LLP

Anshula Verma

Authorized Signatory

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

1592

Rhea
Healthcare Private Limited

motherhood
women & children's hospital

23rd January 2024

Ms. Sandhya Shekhawat
IIHMR, Jaipur

LETTER OF INTENT FOR THE TRAINEE - MEDICAL OPERATIONS PROGRAM

Dear Ms. Sandhya Shekhawat,

Congratulations!

With reference to your application and the subsequent selection process, we are pleased to include you as part of our "**Trainee - Medical Operations**" program. The Medical Operations Trainee program is specially designed for young talent. You will experience challenging functional stints that will enhance your learning.

On joining, you shall be designated as **'Trainee - Medical Operations'** in **'Rhea Healthcare Pvt Ltd'**. The terms and conditions of the offer are given below.

1. You will initially report for an Orientation & Induction in Bangalore.

2. You are expected to join the Trainee - Medical Operations Program on **15-July-2024**, failing which we will presume that you have no interest in working with us. Accordingly, this offer will be treated as cancelled and withdrawn. The Business hours begin from **09:30 am** on the date of joining.

3. You will be in training for an initial period of **Twelve months.** Based on assessment of your performance during the training period, you may be considered for absorption into the regular cadre of the Company at the sole discretion of the management. Your absorption shall be only by way of written communication issued by appropriate officials in this regard.

4. This letter of intent is conditional and subject to your clearance of the **Pre-employment Medical Examination** by a Medical Officer designated by the company and submission of background verification related documents.

5. Please return the duplicate copy of this letter duly signed indicating your acceptance.

6. Please submit the following at the time of your joining:
   - Documentary evidence of date of birth
   - Attested copies of all educational qualifications (**SSC, HSC, Degree/Diploma**)
   - Four passport size photographs
   - Blood group proof

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- PAN Card copy
- Aadhar Card Copy
- Pre-employment Application Form (if not submitted already)

Please note that all the above documents and information provided by you form the basis of your representation and our offer and the same shall be subject to verification as may be required by the Company from time to time.

You will be required to produce your latest qualification certificate within 90 days from the date of joining.

7. You will be on training for a period of 12 months in the first instance, subject to extension(s), if deemed necessary, at the sole discretion of the Management.

8. This is not a regular letter of appointment but a letter of intent inviting you to be a part of the organization. The formal letter of appointment will be issued at the time of your joining.

9. On completion of your training and based on your performance, you will be deployed in any unit of the Motherhood Hospitals, Pan India, subject to the positions available at that point of time.

10. The Compensation and Benefits Program applicable to your Band is a Cost to Company of Rs.5,00,000/-(Five Lakhs Only). We reiterate that your compensation is a confidential matter between you and the Company, and we reaffirm that the Company shall view any breach of confidentiality with the utmost seriousness.

Please return the duplicate copy of this letter duly signed indicating your acceptance of our terms and conditions, as stated above, within seven days of receipt of this letter of intent.

We once again would like to thank you for your interest in seeking a career with us and hope you will have a fruitful and successful career with us.

Yours sincerely,

For Rhea Healthcare Pvt Ltd

Kod Helen Vardan

Authorized Signatory

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

I accept the offer as outlined above,

Signature: _____ Date: _____

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ADITYA BIRLA CAPITAL

PROTECTING INVESTING FINANCING ADVISING

Sub: Offer Letter

Date:13-May-2024

Private & Confidential

Dear SANIYA SYED,

We take pleasure in inviting you to be a part of Financial Services, an the Aditya Birla Group Company.

Your journey, at Financial Services, begins with the position of "Management Trainee". The details of your compensation and benefits are enclosed in the Annexure.

This position is based out of G Corp Ho - Mumbai. The summary details are provided below:

- Job Band: TR
- Designation: Management Trainee
- Function: Service Ops
- Reporting to Project Mentor

Terms and Conditions:

1. You will be on the rolls of Financial Services and all its employment conditions will be applicable. The probation period will be of six months from the 08-Jul-2024. You will be confirmed subject to successful completion of the probation period.
2. A detailed letter of appointment awaits you on your joining and on successful completion of joining formalities.
3. This offer is valid subject to acceptable feedback from professional reference checks, credential checks, antecedent checks and you being declared medically fit to work as per the Pre-employment health check-up.
4. All Taxes and necessary compliances will be applicable as per Indian Laws.
5. Your performance review cycle will be due for completion on 01-Jul-2025 with effective from the date of your joining.

We look forward to your offer acceptance and welcoming you on board.

Yours Faithfully,

For Financial Services

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

This is a system generated letter. Hence, doesn't require signature.

Aditya Birla Capital Ltd.
One Indiabulls Centre, Tower 1-C, 18th Floor, Jupiter Mill Compound,
841, Senapati Bapat Marg, Elphinstone Road, Mumbai 400 013.
+91 22 4356 7000 | (F) +91 22 4356 7111
abc.secretarial@adityabirlacapital.com I www.adityabirlacapital.com

Registered Office:
Indian Rayon Compound, Veraval - 362 266. Gujarat.
+91 28762 45711
CIN: L67120GJ2007PLC058890

Annexure "A"

Name	**Saniya Syed**		
Date of Joining	**08-Jul-2024**	**Business**	**Aditya Birla Capital Limited**
Job Band	**MT**	**Business Unit**	**Aditya Birla Sun Life AMC Limited**
Designation	**Management Trainee**	**Department**	**Ops - Head's Office**
Role	**Operations - MT**	**Performance Review Year**	**April to March**
Location of Posting	**ABHI - Thane - G Corp**	**Compensation Review Year**	**July to June**
Reporting To	**Project Mentor**	**Next Compensation review date**	**01-Jul-2024**

	Per MONTH	Per ANNUM	Remarks
Salary		**2,62,500**	
Basic Salary	21,875	2,62,500	This is paid on a monthly basis. Retirement benefits are linked to it.
Allowances/ Reimbursements		**2,98,999**	
Leave Travel Allowance	-	10,000	This covers reimbursement for travel on leave within India. It is governed by the Income Tax Act where one can take tax exemptions twice in a block of four years as per guidelines
Education Allowance	200	2,400	This is paid on a monthly basis.
Special Allowance	22,483	2,69,799	This is paid on a monthly basis.
Advance against statutory bonus	1,400	16,800	Applicable to employees having basic salary less than or equal to INR 21,000 per month. This paid on a monthly basis.
Guaranteed Cash		**5,61,499**	
Retirement Benefits		**57,251**	
Provident Fund (12% of Basic) - Employer Contribution	2,625	31,500	The employer contributes to the extent of 12% of basic salary or Rs. 21600 whichever is higher.
Gratuity (15 days Basic)	1,052	12,626	This is governed by the Payment of Gratuity Act.
National Pension Scheme	1,094	13,125	NPS (Optional) - The National Pension System (NPS) is a voluntary retirement scheme. 5% of Basic Salary will be contributed in National Pension Scheme & employee has an option to increase contribution up to a maximum of 10% of Basic Salary. Employee also has an option to opt out of the NPS. In case of opt out, the said amount will be added to special allowance.
Fixed Compensation w/o housing		**6,18,750**	
Housing		**1,31,250**	
HRA	10,938	1,31,250	This is calculated @ 50% of Basic Salary. This amount is paid as a part of the monthly salary
Fixed Compensation		**7,50,000**	
Cost to Company		**7,50,000**	
Joining Bonus		75,000	This is a one time (pre tax) Joining Bonus paid at the time of joining and is over and above the fixed compensation details mentioned above. This amount (pre tax) would be entirely recovered from you, in the event of your separation from the Company anytime during a period of 12 months, from your date of joining. The gross amount will be recovered in full.
Confirmation Bonus		1,00,000	This is a one time (pre tax) Confirmation Bonus paid post your confirmation and is over and above the fixed compensation details mentioned above. This amount (pre tax) would be entirely recovered from you, in the event of your separation from the Company anytime during a period of 12 months, from your date of payout. The gross amount will be recovered in full. This is paid in lieu of Annual Incentive.
Notice Buyout		No	You shall also be paid a sum on actuals towards reimbursement of Notice Pay Buyout from your current organization at the time of joining subject to submission of documentary proofs. This is a onetime payment over and above the cost to company details mentioned in the annexure as above. In case of seperation from services from the company within 12 months from the time of payout, the said amount will be recovered in full.

Notes:
- Taxes as applicable, to be borne by the incumbent, as per prevailing tax laws.

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Employee Protection and Wellness Benefits / Perks not Valued Employee and family care have been core to our belief. We enrich the lives of our employees and their families by offering protection and wellness solutions that cover physical and emotional wellbeing. Key Benefits are summarized for your ready reference. We encourage you to know more about these benefits and utilize them to enrich your life and the lives of your family members. Below information is indicative and subject to change from time to time.			
Mobile Phone		Yes	Rental and official calls (For VIL subscriptions only).
Group Medical Insurance - Base		INR 500,000	The Group Medical Insurance provides a Base cover of INR 500,000 for a family of 6 including Parents / Parents-in-law (as chosen by the employee). This is a Co-Pay policy.
Group Medical Insurance - Top up / Top		INR 200,000 to INR 2,500,000	Employees have the option to choose Top up cover ranging from INR 2 lacs to INR 25 lacs with the default option being INR 3 lacs. The "Top Up" plan is voluntary and fully paid for by the employee. On opting for Top-up there is a waiver of premium Co-Pay on the Base Cover as defined in the policy.
Group Accident Insurance		50,00,000	The Group Accident Insurance provides for compensation in the event of accidental death or disablement. The entire premium is borne by the organization.
Nishchint		20,00,000	Nishchint is a voluntary life insurance benefit. The amount is indicative as per your current Job band, subject to your enrolment at the time of policy renewal. Employees will be charged a premium at 25% of total premium rates (subject to maximum of INR 60,000) and company will pick up the remaining costs.
Group Term Insurance		15,00,000	The Group Term Insurance provides for compensation in the event of Basic death, Accidental death and Dismemberment, Critical illness. The entire premium is borne by the organization.
Integrated Personal Health Care Programme			
Health Assessment		As per Policy	Wellness Assurance Policy provides for preventive health check-up for employees at regular intervals. The frequency and tests have been decided keeping in mind the age-related risks. 1)Employees in the age group 35 and below are eligible for one Health Check up every 3 years. 2)Employees in the age group 36 – 45 are eligible for one Health Check up every 2 years. 3)Employee in the age group above 45 and employees in JB 5 and above (irrespective of the age) are eligible for Health Check up every year. Employees are encouraged to undergo an annual basic health assessment through our digital partner or plant hospital as applicable. Details as mentioned below in the Digital Health and Wellbeing App section.
Life Unlimited		As per Policy	Emotional well-being is as important as physical well-being. Through Life Unlimited, we have tie-ups with reputed partners who offer confidential counselling services and resources that help navigate through difficult situations and build resilience. These are meant for you and your family members.
Digital Health and Wellbeing App		INR 1,500	Wellness Benefit is being offered for enabling a healthier lifestyle and to provide support to you to monitor and improve your vital health parameters. We encourage you to undertake the regular health check-up/ assessments provided by the company and download the Digital Health and Wellbeing App to avail all other wellness offerings.
Retirement Benefits			
Gratuity		As per Policy	The Gratuity is payable at the time of separation with a continuous service of 5 years or more. The Payout is based on 15 days' Basic Salary for every completed year of service. The Gratuity benefit on Retirement is as follows. 1. More than 5 and up to 10 years - 15 days of last drawn basic salary per completed year of service 2. More than 10 and up to 15 years - 21 days of last drawn basic salary per completed year of service 3. More than 15 years - 1 month of last drawn basic salary per completed year of service
National Pension Scheme		As per Policy	Employees have an option to opt for Contribution to National Pension Scheme up to a maximum of 10% of Basic Salary. Also, Employees can transfer the accumulations under the existing Superannuation Fund account to the National Pension Scheme.

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1594

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Infosys®
Navigate your next

October 8, 2024

Ms. Sanjana Kalra
Villa46, ParkVille,Chordia city,
AjmerRoad, Jaipur,
Rajasthan 302021,
India
Ph: +91-6375372806

Dear Sanjana,

Welcome to Infosys!

At Infosys, our purpose is to amplify human potential and create the next opportunity for people, businesses and communities. Our employees are key to realizing this. It is our continuing ambition to find and retain people who believe in our values and share our desire to build a great company.

It is therefore with great pleasure that we offer you the position of **Associate Consultant** with Infosys Limited (hereinafter referred to as **"Company"** or **"Infosys"**).

Please see enclosed the offer of employment.

The offer of employment shall remain valid for a period of 14 (fourteen) calendar days from the date of the offer of employment unless withdrawn by the Company at any time before your explicit acceptance.

The offer of employment shall be deemed to have been rejected by you, in the event : (i) you fail to communicate your acceptance to the offer within 14 (fourteen) calendar days from the date of the offer of employment where you have not been granted any extension of time by Infosys to communicate your acceptance; or (ii) you notify Infosys in writing that you are rejecting the offer of employment or (iii) you do not join the Company at the Location specified below or any other location that may be informed to you.

Please note that all the employees of Infosys are required to be double vaccinated against Covid-19 unless an exemption exists, for which satisfactory medical evidence will need to be submitted to Infosys at the time of joining.

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

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

Warm regards,

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

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Near Sanganer Airport, Jaipur-302029

INFOSYS LIMITED
SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village
Singapore Township PO, Ghatkesar Mandal
Rangareddy District, Hyderabad 500 088, India
T 040 40600000
F 040 666341356

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

Company Confidential - This communication is confidential between you and Infosys Limited

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HRD/1007855297/24-25

October 8, 2024

Ms. Sanjana Kalra
Villa46, ParkVille, Chordia city,
AjmerRoad, Jaipur,
Rajasthan 302021,
India
Ph: +91-6375372806

Dear Sanjana,

The details of your offer of employment with the Company, are mentioned below:

1. Role Designation : Associate Consultant

2. Role : Associate Consultant

3. Job Level : 4

4. Joining Date

Your scheduled date of joining the employment is **October 14, 2024** .

5. Location

Your location for employment is **HYDERABAD (SEZ)** , SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village Singapore Township PO, Ghatkesar Mandal Rangareddy District, Hyderabad 500 088, India.

You may be asked to relocate to any of the Company`s units, departments or the offices of the Company`s affiliates* and/or the offices of the Company`s customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant policies of the Company in that work location.

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

**For the purpose of this offer of employment, `Affiliate` means an entity that controls, is controlled by, or is under common control of the Company. `Control` includes the right to appoint majority of the directors or to control the management or policy decisions exercisable by a person or persons acting individually or in concert, directly or indirectly by virtue of their shareholding or management rights or shareholders agreements or voting agreements of in any other manner.*

INFOSYS LIMITED
SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village
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Corporate Office:
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askus@infosys.com
www.infosys.com

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6. Probation and Confirmation

You will be on probation for a period of 6 (six) months from the date of joining the Company. During your probation, you will be continuously assessed for your suitability to continue in service. In evaluating your suitability, your adherence to the Company policies and applicable laws will also be considered. Notwithstanding anything stated herein, and without limiting the rights of the Company, the Company would be entitled to terminate your services immediately without any notice during your probation, for the occurrence of any action/omission, including but not limited to the following:

(a) for failure to submit the documents required by the Company, details of which are enclosed in Annexure - IV;

(b) for failure to pass background checks to the satisfaction of the Company, including inability to prove employment with previous employers (i) by way of submission of statement of bank account which evidences salary payments by the previous employer, or (ii) statement of provident fund account which evidences contribution of provident fund by the previous employer, or (iii) submission of Form 16/Income tax returns filed, as issued under the Income Tax Act, 1961 or any other applicable law;

(c) for failure to perform the duties that you are capable of performing and as required by the Company;

(d) for any action/omission which may render you unsuitable for the role, as determined by the Company; and

(e) for any other reason, as considered appropriate by the Company.

Your probation shall be confirmed only upon a written communication from the Company.

7. Duties

You will perform day to day duties and activities in accordance with the job description for your Role, as well as other duties you are capable of performing, as required by the Company.

Your position, duties and reporting lines may be changed by the Company as required, from time to time, and you will be informed in writing of those changes.

Unless you are informed otherwise, these terms will continue to apply to you, even though your position, duties and reporting lines may change.

8. Leave

You are entitled to earned leave, right from your date of joining. You will be eligible for 15 (Fifteen) working days of leave annually, during probation. On confirmation, you will be eligible for 20 (Twenty) working days of leave annually.

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

The Company`s policies also provide for Maternity, Paternity and Bereavement leave. Further details will be provided to you at the time of joining.

9. Promotion and Progression

The Company is committed to a performance-based culture. Career progression and increments in your salary will depend significantly upon your performance and demonstrated achievement of agreed business outcomes and desired professional behaviour. A formal assessment of your performance will be periodically conducted in line with the Company`s performance appraisal process with which you will be required to become familiar with, and in which you will need to participate.

10. Compensation and Benefits

Salary

Your Fixed Salary including retirals will be **INR 63,751 per month** and Total Gross Salary inclusive of the Performance Bonus and retirals will be **INR 70,834** per month. Your salary is based on the work performed by you and includes an amount to compensate you for any reasonable additional hours worked by you. The break-up of your salary has been provided in the Compensation Details sheet at Annexure - I.

Basket of Allowances (BOA)

The Basket of Allowances is part of your Fixed Salary.

Youwill have the flexibility of choosing the components of your BOA and the amounts under each of such components that you have chosen, as per the options provided to you on the Company`s intranet.

Performance Bonus

You will be eligible for a Performance Bonus (as per the Company`s Bonus Plan) of **INR 7,083** per month, at a maximum payout of 100%. The Company operates a non-contractual Bonus Plan linked to your performance, Company`s performance and your unit / department`s performance. Any Performance Bonus amount awarded shall be entirely at the discretion of the Company. The Company reserves the right to amend the non-contractual Bonus Plan at any time. The break-up of your salary has been provided in the Compensation Details sheet at Annexure - I.

Guaranteed Performance Bonus

For the first 6 (six) months of your employment with the Company, you will be paid **50%** of your Performance Bonus amount as mentioned in the above clause (Performance Bonus), as a Guaranteed Performance Bonus. The Performance Bonus mentioned in above clause is inclusive of, and not in addition to Guaranteed Performance Bonus.

Ex - Gratia / Bonus

You will be eligible for an ex - gratia/ bonus payout which is calculated at 20% of the basic salary as mentioned in the Compensation Details sheet at Annexure - I of this offer of employment. The mode of payment will be as follows:

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

National Pension Scheme

The Company offers all India based employees the option to contribute towards the national pension scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks.

Insurance

Health Insurance: You will be eligible to participate in a Group Health Insurance Scheme and covered by default under the standard health insurance plan as per the applicable Company Health Insurance Policy. You may also choose to enhance the benefits with other participatory optional health insurance plans.

Life Insurance: You will be covered under the Group Life Insurance Scheme, managed by Infosys Employee WelfareTrust (**"Trust"**). The Trust is established for the benefit and welfare of the employees of the Company and provides assistance to the employees in various forms including but not limited to extension of medical facilities. All employees become members of the Trust, by a one-time payment of **INR 250** and a fixed monthly contribution of **INR 325** which may increase from time to time. Youhereby provide consent for such amounts to be deducted from your monthly salary.

The details of the scheme(s) would be available to you when you join the Company.

11. Work Health and Safety

11.1. You agree to comply with all the directions and instructions emanating from the Company regarding health and safety and shall also take all reasonable steps to ensure that you do not undermine your health and safety or the health and safety of any other person during the period of your employment with the Company.

11.2. You hereby acknowledge and agree that you are medically fit, at all times, to discharge the role and duties entrusted to you by the Company. In the event, the Company has any concerns about your fitness to work at any point in time, the Company may require you to consult and/or undergo a medical examination with a registered medical practitioner as nominated by the Company. You hereby agree to provide the Company with a copy of any such medical reports/results and/or authorize the Company to communicate with the concerned medical practitioner regarding your fitness to return to work. In the event, you are declared medically unfit to discharge your role and duties by a registered medical practitioner or you fail to discharge your role and duties on account of your continued ill health/prolonged illness, your employment may be terminated in accordance with the Company procedure.

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11.3. You hereby acknowledge and agree that in the event you contract any infectious or contagious disease, you will immediately report this information to your manager and/or the BP-HR and upon the Company`s direction, you shall not enter the office of the Company or that of the customer, until permitted to return. The Company also reserves the right to refuse entry into the workplace to any individual who is deemed by the Company to be unfit at its sole discretion, in the interest of providing a safe and hygienic environment for all the employees and third parties visiting the workplace. You hereby agree that during such period when you are not working, you will be on earned leave and upon exhaustion of the earned leave, on unpaid leave.

11.4. You may be required to provide the Company with a medical certificate from a registered medical practitioner to verify a leave claim made on account on sickness.

12. Notice Period and Termination of Employment

Prior to the commencement of your employment with the Company, this offer of employment may be terminated by the Company without any notice to you.

During your probationary period and post confirmation of your employment with the Company, you will be required to give 3 (three) months` notice or salary thereof in case you decide to leave the services of the Company, subject to the Company`s discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the 3 (three) months` notice period. Similarly,the Company can terminate your services with immediate effect and on such termination the Company can give you 3 (three) months` notice or salary thereof.

Your services can be terminated without notice or payment in lieu of notice, at any time, for the occurrence of any of the below act(s)/omission(s), including but not limited to the following:

(a) engagement in misconduct;

(b) loss of confidence by the Company;

(c) engagement in any conduct which brings or may bring the Company into disrepute;

(d) convicted of an indictable offence or enter a plea of guilty to a charge brought for an indictable offence;

(e) in any other circumstance, in which the Company has the right to do so in accordance with the applicable law in force, including any significant breach of the terms and conditions of your offer of employment and/or breach of the Company policies.

13. Garden Leave

The Company may place you on paid leave and direct you to comply with all or part of the following in such circumstances including but not limited to, following the notice to terminate your employment by either party:

(a) not to perform any duties for part or all of the notice period or be employed or engaged in the conduct of any activity of the Company;

(b) not to enter the premises of the Company;

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(c) not to contact or have any communication with customers, prospective customers, employees, consultants, prospective investors, suppliers, distributors, shareholders, agents, representatives or other business contacts of the Company; and/or

(d) remain available to be called upon during your ordinary hours of work as specified by the Company.

During such period, the Company may appoint 1 (one) or more persons to replace you in the performance of the duties of your position.

During such period, the Company shall continue to pay you, your salary and provide your contractual benefits, but shall have no obligation to provide you with any work or opportunities to earn/accrue incentives/commission over and above your salary and all duties of your employment (express and implied) will continue, including but not limited to your duties of fidelity, good faith and exclusive service.

14. Termination Obligations

If your employment is terminated, then you must immediately return all confidential information and any other property of or relating to the Company or the customer, subsidiary or associated companies of the Company which you may have, without retaining any copies of the same.

On termination of your employment for any reason:

(a) you must repay all the monies owed to the Company;

(b) the Company will pay all entitlements owed to you; and

(c) the Company can, to the maximum extent permitted by law, withhold and set-off any amount owed by you under sub-clause (a) from or against any amount owed to you under sub-clause (b).

In the event your employment is terminated due to misconduct while on secondment, to an affiliate of the Company, or any third party, then your employment with the Company shall also stand terminated.

You hereby acknowledge and agree that any statutory or other `last in, first out` rule or any modification thereof shall not apply to you in the event of termination of your employment with the Company for any reason.

15. Deductions

During the course of your employment, you authorize and permit the Company to make any deductions, as required, from your salary in accordance with the applicable law and Company policies. The deduction can include but not be limited to: (a) personal calls made through phone provided by the Company; (b) personal expenses incurred on a Company-issued credit card; (c) recovery of any owed amounts to the Company; (d) personal use of Company-provided facilities; (e) recovery of any tax amounts paid by the Company.

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16. Background checks

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

You acknowledge and agree that the aforementioned information and/or documents provided by you to the Company are true, complete and correct and you have not withheld any information from the Company that would affect your ability to successfully carry out your employment with the Company.

If you fail to submit the necessary information and/or documents as required by the Company within the specified time period or if the Company is not satisfied with the outcome of the background checks, or if the Company finds at any time that any information and/or documents given by you are not correct, true or complete in all respects, the Company may at its discretion and to the fullest extent permitted by applicable law, revoke this offer of employment prior to your acceptance, or terminate your employment without notice or payment of compensation.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information and/or documents including but not limited to: (i) statement of bank account which evidences salary payments by previous employer, or (ii) statement of provident fund account which evidences contribution of provident fund by previous employer, or (iii) submission of Form 16/Income Tax Returns issued/filed under the Income Tax Act, 1961 or any other applicable law, or (iv) proof of submission that your Aadhaar number is linked with your Universal Account Number (**"UAN"**) as issued by the Employees` Provident Fund Organisation, India.

Please note that the Company requires you to furnish a copy of your passport at the time of joining.

17. Conflict of Interest

You agree to cease any existing engagement, whether full-time or part-time, as director / partner / member / employee / sole proprietor of any other organization / entity / sole proprietorship engaged in any form of business activity or public or charitable endeavour prior to joining the Company. You agree to ensure that your last working day with such organization/entity, whether full-time or par-time, is at least one working day prior to your start date with the Company.

You agree not to be, whether full-time or part-time, a director / partner / member / employee / sole proprietor of any other organization / entity / sole proprietorship engaged in any form of business activity or public or charitable endeavour, at any time during the course of your employment with the Company, without the written consent of the Company and to avoid situations that may lead to absenteeism, tardiness, conflict of interest or poor job performance. The consent may be given subject to any terms and conditions that the Company may think fit and such consent may be withdrawn at any time at the discretion of the Company.

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18. Other terms and conditions

18.1. You agree that your primary graduate educational degree and where applicable your post-graduate educational degree which are relevant to the role offered to you is secured under a regular full-time program and not through any distance learning and/or part time program. You further agree and acknowledge that all your educational degrees are secured from educational institutions approved by University Grants Commission (UGC)/ All India Council for Technical Education (AICTE)/ Association of Indian Universities or such of its successors. The Company reserves the right to recognize any educational degree or diploma secured from any other educational institution, in its sole and absolute discretion.

18.2. You hereby agree to provide the Company with the information and/or documents, as required, to enable the Company generate a UAN at the time of joining the Company where you do not have an existing UAN.

18.3. You hereby acknowledge and agree that, at all times during the course of your employment with the Company, you will act in compliance with your obligations under Section 142 of the Code on Social Security, 2020 or such other law, which requires you to establish your identity through your Aadhaar number provided to you under the provisions of the Aadhaar (The Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 or any other law in force for time being.

18.4. Subject to applicable laws, you shall communicate to the Company within a period of 2 (two) working days, in the event of any change in your citizenship status and/or your ability to lawfully work in India. Subject to applicable laws, you also consent to and agree that the Company may, at any time during your employment, perform a check on your citizenship status, and confirm your right to work in India.

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

18.6. You hereby agree that based on the nature of your work and business requirements, you may be required to work on rotational shifts including night shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company will be made applicable to you.

18.7. You hereby agree and acknowledge that, at all times during the course of your employment with the Company, you will physically report to work at your location for employment, as mentioned in Clause 5 of this offer of employment, unless otherwise communicated to you by the Company. In the event, you fail to physically report to work at your location for employment in disobedience of the Company`s direction to report to work without any justifiable reasons, the Company reserves the right to initiate appropriate action against you.

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18.8. The Company may at any time or times, in the event of a fire, catastrophe, natural or man-made disasters, breakdown of machinery, communication equipment, statutory restrictions, failure / stoppage of the power supply, epidemic, pandemic, civil commotion, shortage of orders or other trade reason, financial difficulty, economic conditions, or any other cause which is beyond the reasonable control of the Company, suspend work, close down any department or departments wholly or partially for any period or period. You hereby agree to be on earned leave and upon exhaustion of the earned leave, on unpaid leave for the period you have been laid off by the Company.

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

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

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

18.12. The waiver by the Company of any breach of any term of this offer of employment will not prevent the Company from subsequently enforcing that term and it will not be deemed a waiver of any subsequent breach.

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

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

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

Yours sincerely,

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

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

Date: _____, 20_____

_____
Sign your name

_____ _____
Insert your name Location

Annexures: Compensation Details (Annexure I)
Customer Connection Agreement (Annexure II)
Confidentiality and Intellectual Property Rights Agreement (Annexure III)
List of Documents (Annexure IV)

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

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ANNEXURE - I

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Mr. Sanjana Kalra**
ROLE	**Associate Consultant**
ROLE DESIGNATION	**Associate Consultant**

1. MONTHLY COMPONENTS	
BASIC SALARY	31,880
BASKET OF ALLOWANCES	20,136
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	6,057
MONTHLY SALARY	**58,073**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	319
FIXED SALARY (1+2)	**58,392**

3. PERFORMANCE BONUS	Performance Bonus Amount as mentioned in Clause
PERFORMANCE BONUS	**7,083**

TOTAL GROSS SALARY (INCLUSIVE OF PERFORMANCE BONUS) (1+2+3)	**65,475**

4. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	3,826
GRATUITY - 4.81% of Basic Salary*	1,53
COST TO COMPANY (1+2+3+4)	**70,834**

OTHER BENEFITS

Scheme	**Eligible Amount In INR**	**Interest**	**Monthly Instalments**	**Margin Money** (To be borne by the employee)
SOFT LOAN	Fifty Thousand (without security)	@7%	12	Nil

All the above benefits are as per Company's policies,which are subject to change from time to time.The Company in its sole and absolute discretion can restructure the components of the Fixed Salary, without changing the Total Fixed Salary. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.

* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act or the Code on Social Security, 2020, as may be applicable.

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ANNEXURE - II

CUSTOMER CONNECTION AGREEMENT

I _____accept employment with Infosys Limited (**"Infosys"**).

I hereby acknowledge and agree that, for a period of six (6) months following the termination (whether voluntary or involuntary) of my employment with Infosys for any reason, I will not work for or provide any services to a Customer, either directly or indirectly in any Capacity.

For the purposes of this Customer Connection Agreement (**"Agreement"**):

"Capacity" shall include working for or providing any services as an agent, consultant, director or employee to the Customer and/or to any contractor or any supplier of the Customer.

"Customer" means any person, firm or entity or its affiliates or its successors-in-interest, who is a client of Infosys and/or its affiliates and with whom I had worked or dealt in a professional capacity at any time during the twelve (12) months immediately preceding the termination of my employment with Infosys.

Employee Signature:

Employee Name: Sanjana

Kalra

Acknowledged by Infosys Limited:

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
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ANNEXURE - III

CONFIDENTIALITY AND INTELLECTUAL PROPERTY RIGHTS AGREEMENT

This Confidentiality and Intellectual Property Rights Agreement (hereinafter referred to as **"Agreement"**) is entered into on October 14, 2024 (hereinafter referred to as **"Effective Date"**), at H No 129, Street No 07, D -Block, Dayalpur,, Karawal Nagar Road, , DELHI by and between:

Infosys Limited, having its registered office at No. 44, Hosur Road, Electronics City, Bengaluru, Karnataka (hereinafter referred to as the **"Company"**)

AND

Sanjana Kalra, residing at Villa46, ParkVille, Chordia city, AjmerRoad, Jaipur, Rajasthan 302021, (hereinafter referred to as **"Employee"**)

RECITALS

1. The Company and the Employee are entering into, an employment relationship.

2. In the course of that relationship, the Employee may gain access to or use confidential information and other valuable and protectable information of the Company and its customers, suppliers or vendors.

3. The Employee agrees to deal with confidential information in accordance with the terms of this Agreement.

In consideration of the employment provided by the Company and other mutual promises and agreements contained herein below, the receipt and sufficiency of which are hereby acknowledged, the Company and the Employee agrees as follows:

1. CONFIDENTIAL INFORMATION

1.1 Confidential Information means and includes non-public information and information which is confidential including proprietary information and other information related to the business of the Company, its affiliates or any third parties with which the Company associates such as customers, suppliers, whether or not such information is expressly marked or designated as confidential information and includes but is not limited to:

(a) trade secrets; financial information; contracts; technical data; business data; customer lists, supplier lists; information relating to the management, personnel, strategies or policies of the Company and systems processes, methods, pricing and products of the Company.

(b) Information created or developed by the Employee in the course of employment with the Company, including the strategies, correspondence, reports, articles and other documents, artwork plans, designs, software and discoveries.

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(c) information supplied by, relating to or confidential to any other persons.

(d) information that has an actual or potential value to the Company, where the Employee has received, created or developed that information: (i) in the course of employment with the Company (whether or not prior to the date of this Agreement); or (ii) as a result of, or aided by, the existence of an employment relationship with the Company or any of its related body corporates, whether existing or having ceased to exist.

(e) any information which could be reasonably expected to be considered as confidential.

(f) any copies, summaries or notes of confidential information and any other materials incorporating, or derived from, confidential information.

1.2 Confidential information does not include any information that is, or becomes, public knowledge without any fault of the Employee.

1.3 The Employee`s obligations under this Agreement shall cease to apply in respect of any confidential information the disclosure of which is required under the applicable law in force or pursuant to a valid order of a court of competent jurisdiction or an authorized government agency, provided that the disclosure does not exceed the extent of disclosure required by such law, regulation, or order.

2. CONFIDENTIALITY OBLIGATIONS

2.1 The Employee agrees and acknowledges that during the course of h e r employment with the Company, the Employee shall use and have access to confidential information that are not a matter of public record, solely by virtue of her employment and for the purpose of enabling the Employee to discharge her obligations towards the Company as an employee.

2.2 The Employee agrees and acknowledges that the confidential information will not be disclosed by him to any person without the prior written approval of the Company. The Employee must not disclose confidential information to another employee of the Company except on a need-to-know basis and only with the prior approval of the reporting manager of the Employee.

2.3 The Employee agrees to maintain strict confidentiality in respect of all the confidential information both during his/her employment and subsequent to his/her employment with the Company.

2.4 The Employee must take all reasonable precautions to prevent an unauthorised disclosure of confidential information, including the following:

(a) the Employee must at all times store confidential information safely and securely; and

(b) the Employee must not remove confidential information from the premises at which it is stored except where it is necessary to do so.

2.5 The Employee agrees to assist in any legal proceedings initiated to protect confidential information.

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2.6 The Employee shall, upon termination of her employment or at the request of the Company, immediately deliver all media embodying confidential information that is in the Employee`s possession, custody or control, without retaining a copy of the same.

2.7 The Employee agrees to comply with any other reasonable obligations relating to confidential information, as required from time to time by a customer or supplier or vendor of the Company.

3. INTELLECTUAL PROPERTY RIGHTS

3.1 The Employee further agrees that all copyright, ownership and intellectual property rights in any work of any nature carried out by him during the course of her employment with the Company shall vest with and remain with the Company, customer, or supplier as the case may be. The Employee agrees that she will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a `Work Made for Hire`, the Employee agrees to and does hereby assign to Company all of her right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights which relate in any way to the business or contemplated business, research, or development of the Company. The Employee further acknowledges and agrees that the Company may, in its sole discretion, assign to third parties all such intellectual property rights.

3.2 The Employee agrees that she shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by him during the course of her employment, belonging to the Company, customers, or suppliers as may be the case. The Employee agrees to maintain strict confidentiality in respect of all such intellectual property rights both during her employment and subsequent to her employment with the Company.

3.3 Both during the term of this Agreement and thereafter, the Employee agrees to fully cooperate with the Company in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by him under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Company all documents or papers that may be requested by the Company to enable the Company or customers, or suppliers of the Company to create, establish, publish or protect said intellectual property rights.

3.4 If requested by the Company, the Employee agrees to promptly return to the Company all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Company, including, but not limited to, all confidential information, all of which the Employee recognizes is the sole and exclusive property of the Company.

4. GENERAL

4.1 Survival: The Employee`s obligations under this Agreement shall survive indefinitely, notwithstanding any termination of the Employee`s relationship of employment with the Company.

4.2 Notification to new employer: In case the Employee leaves the employment of the Company, she hereby acknowledges and grants consent to the Company to notify to her new employer about her rights and obligations under this Agreement.

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4.3 Non Solicitation of other employees: The Employee hereby acknowledges and agrees that for a period of 12 (twelve) months immediately following the termination of her relationship with the Company for any reason, whether with or without cause, she shall not either directly or indirectly solicit, induce, recruit or encourage any of the Company`s employees to leave their employment, or take away such employees, or attempt to solicit, induce, recruit, encourage or take away employees of the Company, either for himself or for any other person or entity.

4.4 Notification to the customer: In case the Employee`s employment with the Company is terminated (whether by the Company or by him), or her engagement with a particular customer is terminated or changed by the Company, the Employee hereby acknowledges and agrees that the Company shall be solely responsible for notifying the concerned customer of the Company of the fact, timing, and details of such termination or change.

In addition, in the event that the Employee decides to terminate her employment with the Company, the Employee acknowledges and agrees that she will first notify the Company of her resignation before discussing it with any customer of the Company, and will desist from any such discussions until the Company has had a reasonable period of time to notify its customers of the same.

4.5 Ability to enter into Agreement: The Employee hereby represents and warrants to the Company that she is not a party to or otherwise bound by any agreement that may, in any way, restrict her right or ability to enter into this Agreement or otherwise be employed by the Company. Additionally, the Employee hereby acknowledges and agrees that she will not reveal to the Company, or otherwise utilize in he r employment with the Company, any proprietary trade secrets or confidential information of any previous employer.

4.6 Rules and Regulations of the customer and the Company: The Employee acknowledges that during the course of her employment with the Company, she may be deputed on specific project/projects of customers. The Employee hereby agrees that during such deputation she will fully, punctually and to the satisfaction of the Company and such customers comply with all the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters, as may be prescribed by such customers.

The Employee further agrees to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Company and at customer sites. The Employee agrees to adhere to the specific security measures at the customer sites unequivocally and to the satisfaction of the Company and the customers.

4.7 Governing Law: This Agreement shall be governed by the laws of India. The Company and the Employee hereby agrees to the exclusive jurisdiction of the courts in Bangalore, India.

4.8 Waiver: The waiver by the Company of any breach of any term of this Agreement will not prevent the Company from subsequently enforcing that term and it will not be deemed a waiver of any subsequent breach.

4.9 Severability: If any word, phrase or clause of this Agreement is held to be void, illegal or unenforceable, that word, phrase or clause shall be deemed to be severed without affecting the operation of the remainder of this Agreement. All overlapping obligations in this Agreement are intended to operate cumulatively and to bind the parties, subject to the severance of any obligations held to be void, illegal or unenforceable.

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4.10 Interpretation: In this Agreement:
(a) words in the singular include the plural and vice versa; and
(b) a reference to a person includes a reference to a body corporate, unincorporated association, statutory or other authority, partnership or any other entity.

4.11 Cumulative obligations: The Employee`s obligations under this Agreement are in addition to, and do not limit or detract from, any duties or obligations owed by the Employee to the Company under any applicable law, in equity or otherwise.

4.12 Remedies: The Employee hereby agrees that the Company may initiate appropriate legal action against him for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and legal fees.

Employee Signature:

Employee Name: Sanjana

Kalra

Acknowledged by Infosys Limited:

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
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ANNEXURE - IV

LIST OF DOCUMENTS TO BE SUBMITTED AT THE TIME OF JOINING

(a) Class 10 (or equivalent) marks sheet(s);
(b) Class 12 (or equivalent) marks sheet(s);
(c) Graduation marks sheet(s);
(d) Graduation degree certificate/provisional degree certificate;
(e) Post Graduation marks sheet (if applicable);
(f) Relieving letter and experience certificate from all your previous employer (applicable only in case you have been previously employed);

(g) First and last page of the passport (if you don`t have a passport, kindly apply immediately);

(h) Registration Number with the National Skills Registry (also known as ITPIN)/National Skills Registry Card;

(i) Permanent Account Number (`PAN`) Card* (Please note that under the Income Tax Act, 1961, furnishing of PAN to the employer is mandatory).

(j) Passport size photographs

*Your PAN is required for calculating the income tax on your salary. If you fail to provide your PAN, the Company will deduct TDS (tax deducted at source) at higher rates, as per applicable law.

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MeduLance Healthcare Private Limited
Registered Address- A-296/1, THIRD FLOOR, OKHLA INDUSTRIAL AREA, PHASE-1, South East Delhi, Delhi, 110020
Email- info@medulance.com
Phone- +918882978888
CIN- U74999DL2017PTC320563
Website- www.medulance.com

Sanjeevita
Plot No-26,Phase-1,HSIIDC,
Industrial Area,Kundli,
Sonepat, Haryana

May 17, 2024

Subject: Letter of offer and terms of employment

Dear Sanjeevita,

Thank you for exploring career opportunities with **Medulance Healthcare Private Limited** (hereinafter referred to as the "Medulance"). You have successfully completed our selection process and we are pleased to make you an offer of employment for the position of a full-time **Strategy & Partnerships Manager**. This offer is based on your profile and performance in the selection process subject to the following:

1. You are required to join the services of Medulance on **10th June 2024** or any other date approved by Medulance, in writing, failing which this offer shall automatically stand cancelled. Your employment with Medulance shall commence on the date of your joining Medulance and shall be subject to the terms and conditions stated in this letter along with the enclosures.
2. You will have to submit the documents as given in **Annexure A** hereto before the day of joining.
3. This offer is made to you on the basis of the information and documents that you have furnished to Medulance as on date of offer.
4. Medulance reserves the right to conduct background checks, directly or indirectly at any time, to verify such information and documents that you would provide in support of your age, academic qualifications, previous work experience and relieving letter from your last employer, and other particulars. If any discrepancies are found in such information or documents or if the results of such background checks are found to be unsatisfactory, as determined by Medulance, in its sole discretion, Medulance may withdraw/cancel this offer. However, if at any time post joining it is found that, Medulance is not satisfied with the results of your background check or you have furnished false information or withheld or suppressed any material fact or information, Medulance shall be entitled to forthwith

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terminate your employment without notice in terms of clause 4 of Annexure B

5. You will be on **probation** for a period of **three months** from the date of joining. Your employment shall not be deemed confirmed unless given in writing. During the probation period, your employment will be terminable by giving one month's notice in writing or salary in lieu thereof, by either side.
6. You will be based at Medulance's office at **A-296/1, Okhla Industrial Area, Phase-I, New Delhi** during the course of your employment, unless communicated otherwise by Medulance.
7. Your employment will be governed by the terms and conditions detailed in **Annexure B** hereto.
8. Upon joining, your salary structure will be as described in **Annexure C** hereto.
9. You shall keep the contents of this offer and the Annexures hereto confidential.
10. You will be governed by the policies of Medulance that are currently in practice and/or as may be implemented in the future, and as may be amended from time to time, and you will abide by the policies therein.

Please acknowledge your acceptance of our offer, as well as having read and understood the terms of service given in the Annexures, by signing and returning the duplicate copy of this letter. We look forward to your joining the Medulance family and to your valued contribution in taking Medulance to greater heights. We are sure that our working environment will be conducive to help you grow professionally as well as personally.

With warm regards,

For **Medulance Healthcare Private Limited**

PRANAV BAJAJ

Digitally signed by PRANAV BAJAJ
Date: 2021.12.24 14:43:57 +05'30'

Pranav Bajaj
Director

I have read and understood the terms of this letter and all Annexures hereto annexed. I accept this letter of offer and terms of employment.

Name: _____ **Date:** _____

Signature: _____

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Annexure A

List of Documents to be submitted

1. Marksheets for classes 10th and 12th (original & photocopy).
2. Highest Graduate / Post Graduate degree / Diploma certificate or equivalent (original & photocopy).
3. Relieving letter or equivalent, from the last employer.
4. Last 3 months' bank statement.
5. Last increment letter / salary certificate / last drawn pay slip.
6. PAN Card (original & photocopy).
7. Proof of Identity (original & photocopy)
8. Address Proof (original & photocopy).
9. Cancelled cheque leaf of your single operative Saving Bank account (and not a joint account) having your Name (Account Holder), Bank Account Number, IFSC Code.
10. Four passport size colour photographs (in formals) with white background.
11. Document containing the following particulars:
    - (i) Full Name:
    - (ii) Current Address
    - (iii) Contact No(s).
    - (iv) Alternate No.
    - (v) Emergency Contact No.
    - (vi) Skype ID
    - (vii) E-mail address

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Annexure B

Terms and conditions of employment

1. General Terms

1.1 You will put your best efforts in the performance of employment duties assigned to you from time to time and shall, at all times, act in good faith and in the best interests of Medulance. While in the service of Medulance you shall not, without the express written permission of the Director undertake or concern yourself, directly or indirectly, with any other, paid or unpaid, business or work or assignment or educational course, whether part time or full time.

1.2 If at any time, in the opinion of Medulance, which shall be final and binding, you are found guilty of misrepresentation, dishonesty, disobedience, disorderly behaviour, negligence, indiscipline, absence from duty without permission, or of any conduct unbecoming of the status or the post you hold in Medulance, or of any other conduct considered by Medulance as detrimental to its interests, or in violation of one or more terms and conditions of your employment, Medulance shall be entitled to terminate your employment forthwith.

1.3 You are required to travel in connection with Medulance's business. You will be eligible for reimbursement of reasonable business expenses incurred in this connection, and other allowances according to Medulance's then prevailing policy pertaining to such travel.

1.4 If you have to undergo any specialized training arranged by Medulance, you shall execute a training agreement, if Medulance so requires.

1.5 You shall be bound by all the policies, rules, regulations and procedures established by Medulance, which includes revisions to existing policies/new policies issued from time to time. In the event of any conflict between the terms of your offer letter (including Annexures) and any policy, rules, regulations or procedures of Medulance, the terms of the latter shall prevail.

1.6 The annual leave entitlement is 18 working days per financial year (April through March). The annual leave will be prorated based on the date of joining during the year.

1.7 Any dispute arising out of or in connection with your employment shall be subject to the exclusive jurisdiction of only the courts at New Delhi.

2. Confidentiality

2.1 You acknowledge that during the course of your employment with Medulance, you will be privy to information of sensitive and confidential nature not known or available to the general public, including but not limited to trade secrets and intellectual property to rights, engagements and projects and other details of (i) Medulance (ii) Medulance's clients and (iii) other third parties whose confidential information you may acquire in the

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course of performing any specific engagements (together '**Confidential Information**').

2.2 You acknowledge that the Confidential Information, being of a sensitive nature, it is imperative that such information is not disclosed and maintained in strictest confidence. Accordingly, you agree to maintain the Confidential Information in strictest confidence and not share with or otherwise disclose the same or part thereof to any persons (including but not limited to Medulance's and its clients' competitors) other than those to whom you may be required to disclose any Confidential Information in the course of performance of your duties strictly on a 'need to know' basis. You further acknowledge that, it is imperative that you maintain the confidentiality of Confidential Information even after the cessation of your employment with Medulance and therefore agree to be bound by the obligation of maintaining the confidentiality of Confidential Information, even after the cessation of your employment.

2.3 You shall not during the performance of your services hereunder, take away or copy, electronically or otherwise, mail to yourself or to any other person, any Confidential Information (including copies) or part thereof, whether in paper form or any other form including but not limited to CDs, floppy disks, USB drives or devices, except to the extent strictly required for the performance of your services hereunder. Further, you shall not, upon cessation of your employment, take with you, copy or electronically or otherwise, mail to yourself or any other person, any Confidential Information (including copies) or part thereof, whether in paper form or any other form including but not limited to CDs, floppy disks, USB drives or devices and you shall return all the information and data available with you which has been obtained during the course of your employment with Medulance to the Director. You shall, on or before cessation of your employment, return all copies of all Confidential Information in your possession, to Medulance without retaining any copy. Any copies which are incapable of being returned such as electronic copies etc., shall with Medulance's consent, be destroyed. On or before cessation of your employment, you shall certify in writing that you have either returned or destroyed all copies of Confidential Information in your possession.

2.4 During your employment with us or at any time thereafter, without the prior written consent of Medulance, you will not disclose, divulge, make public or make any use whatsoever of any information, knowledge, secrets, intellectual property rights, confidential information about the affairs of Medulance or its clients obtained by you in the course of your employment with us.

2.5 You acknowledge that breach of any of your above obligations will cause irreparable damage to Medulance, its clients and the third parties and therefore Medulance shall, without prejudice to its other rights and remedies available in law or equity, be entitled to injunctive or other suitable relief including, specific performance, to enforce the terms of the confidentiality clauses.

3. Non-solicitation

3.1 You shall not directly or indirectly solicit any employees, retainers, affiliate's employees or

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affiliate's retainers of Medulance for a period of one year after termination of your employment.

3.2 In the event that you are bound by any non-solicitation obligations under your current / previous employment, you will make best efforts and endeavour to obtain from your current / previous employer a release in writing from any obligations restricting you taking employment with Medulance on a full-time basis or from providing services to any clients of Medulance.

4. Termination

4.1 Medulance may terminate your services at any time on account of the following:

(i) Satisfaction of the circumstances set forth in Clause 1.2 (General Terms), or
(ii) Your breach of any of these terms or any other agreement signed by you with Medulance, or
(iii) Your breach of Medulance's code of conduct, policies, rules, regulations and procedures, or
(iv) Medulance finds your performance unsatisfactory in the discharge of duties assigned to you, or
(v) Insubordination; or misconduct, or
(vi) any other reason that Medulance may deem fit.

4.2 Save and except under the circumstances referred to in Clause 1.2 referred to above, if Medulance terminates your services, it shall provide written notice of 2 months, or such other period stated in Medulance's policy prevailing at the time of such termination; by giving notice, or by paying notice period of 2 months' salary as per policy.

4.3 In an event of you being desirous to resign from the services of Medulance, the notice period is of 2 months or as per Medulance's policy prevailing at the given date. However, the Director may relax the aforesaid requirement in writing.

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Annexure C

Salary Structure

Particulars	Per Annum (INR)	Per Month (INR)
Basic Salary	4,20,000/-	35,000/-
HRA	1,68,000/-	14,000/-
Medical Allowance	24,000/-	2,000/-
Conveyance	12,000/-	1,000/-
Special Allowance	36,000/-	3,000/-
Gross Salary	**6,60,000 /-**	**55,000/-**
Performance Pay/Incentives	1,40,000/annum	
TDS (As applicable)	As per applicable law	As per applicable law

You will also be entitled to a performance pay/incentives which will depend upon the organisation's and your own performance. The payout will be at the sole discretion of the management.

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IPA International Pediatric Association

Every Child · Every Age · Everywhere

IPA Officers and Executives

President
Naveen Thacker, India

President-Elect

Joseph Haddad, Lebanon

Executive Director
Aman Pulungan, Indonesia

Coordinator of Development
Adamos Hadjipanayis, Cyprus

Treasurer
Jonathan Klein, USA

IPA Executive Committee
(also members of Standing Committee)

Naveen Thacker, India
Joseph Haddad, Lebanon
Enver Hasanoglu, Türkiye
Aman Pulungan, Indonesia
Adamos Hadjipanayis, Cyprus
Jonathan D Klein, USA
Camilla Kingdon, UK
Amy Gray, Australia
Carlos G A Rivera, Mexico

IPA Standing Committee

Iqbal Ahmad Memon (APPA)
M. Ashraf Sultan, Pakistan (APPA)
Nitin Kapur, Australia (APPA)
Santosh T Soans, India (APPA)
Piprim B Yanuarso, Indonesia (APPA)
Sara Helen Goza, US (AAP)
Catherine Farrell, Canada (CPS)
Marcela María Fama Pereira (ALAPE)
Dipesalema Joel, Botswana (UNAPSA)
John Adabie Appiah, Ghana (UNAPSA)
Massimo Pettoello-Mantovani, Italy (EPA/UNEPSA)
Stefano del Torso, Italy (EAP/PS-UEMS)
Koray Boduroglu, Türkiye (UNPSTR)
Erkin Rahimov, Azerbaijan (UNPSTR)
Basim Al-Zoubi, Jordan (UAPS)
Hassan Afilal, Morocco (UAPS)
Barbara Rubio, Spain (ISSOP)
María del Carmen Calle Dávila, Peru (IAAH)
Rajeshwar Dayal, India (ISTP)
Sameh Shehata, Egypt (WOFAPS)

Administrative Office:
9804 Voss Road Marengo II.
60152 USA II
Admin Email id: adminoffice@ipa-world.org

Date: 16th March 2024

Dear Ms Sanksriti Bhardwaj

We are pleased to offer you for the position of Intern, with the International Pediatric Association (IPA). The position will allow you to work from Gandhidham, Gujarat, India. You will be working under the guidance of Dr. Naveen Thacker, President, IPA, and will be directly reporting to him.

Below mentioned is your job profile:

1. The intern will assist in communications and coordination related to the IPA. Most of the communication will be by email.
2. To assist in preparing and submitting minutes of meeting
3. To report and escalate to upper management as and when needed.
4. To create and maintain a comprehensive project documentation.
5. To perform any other duties assigned by senior management as per the need of the projects.

For the starting 3 months from the joining date, you will be working as an Intern with a stipend of Rs 15850/-. After completion of 3 months, you will be working full time, 09:30hrs to 06:30 hrs and we will offer you the monthly consolidated remuneration of Rs. 40850/- which includes internet and mobile charges. The salary will be directly transferred to your account and whereas the wire/ transaction charges will be borne by the organization which is included in the salary. One month notice is required from both the sides in case of curtailing the contract period.

During that time, you will be liable to deposit back the logistics provided to you by the organization. Please note that your contractual employment is not being as a regular employee of the organization. The terms and conditions of the service that are applicable to our regular employees shall not apply to your contractual employment and that you shall not make any such claims.

Regards,

Dr. Naveen Thacker
President, IPA

Registrar
The IIHMR University
J., Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

1598

www.sankaraeye.com

SRI KANCHI KAMAKOTI MEDICAL TRUST
SANKARA EYE FOUNDATION, INDIA

BOARD OF TRUSTEES

Dr.S.V. Balasubramaniam - **Chairman** | Dr.R.V. Ramani - **Founder & Managing Trustee**

Dr.P.G. Viswanathan | Dr.S.R. Rao | Dr.S. Balasubramanian | Sri.M.N. Padmanabhan | Sri.J.M. Chanrai | Mrs. Seetha Chandrasekar

19th March 2024

Mr. Saroj Kumar Pathak

Lane No 2, Shivpuram, Vijay nagar,

Rukanpura, Patna, Bihar - 800014.

Sub: Offer Letter

Dear Mr. Saroj Kumar Pathak,

Welcome to the Sankara Family!!!

Congratulations! You are selected to undergo Internship at Sankara from **19th March 2024 to 20th June 2024**. During this period you will be positioned as **"Intern"** at **Mission Head Quarters, Coimbatore**.

- You shall be paid a monthly stipend of **Rs. 20,000/- (Rupees Twenty Thousand Only)** per month with applicable deductions.
- You will not be eligible for any leave during your internship period.
- Only on successful completion of Internship you will be eligible for Completion Certificate.
- On successful completion of internship, you will be absorbed as **"Management Trainee"** for a period of one year with a stipend of **Rs. 45,000/- (Rupees Forty Five Thousand Only)** and continue to report at **Mission Head Quarters, Coimbatore**.
- During Training period you will be eligible for one day Trainee leave per month.
- You shall report to **Ms. Srini Karthikeyan, CPO, Sankara Eye Foundation,India** during **Internship period**
- Your Internship and Training will involve Travel to other unit hospitals. (Travel Policy applicable- travel tickets & accommodation during travel will be borne by SEF, India).
- You may be transferred to other locations during Training period.

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

On the date of joining you are requested to bring

- ✓ Three Passport- size photographs.

Also carry the Originals and photocopies of the following documents:

- ✓ Educational certificates and Mark sheets.
- ✓ Medical Fitness Certificates.
- ✓ PAN Card, Residential Proof and Aadhaar Card.

Submission of the documents mentioned above is mandatory on the Date of Joining.

This Offer of employment is subject to us receiving:

- ✓ Conduct Certificate from your Institution.
- ✓ Documentary evidence of your academic qualifications.

In this process of verification, during your tenure with us, if there are confirmed unfavourable reports of your past experience, banking transactions or social standing your services shall be dis-continued with immediate effect.

Your Training period with Sankara Eye Foundation, India can be discontinued by either side by giving **30 days/1 calendar month** notice or **one month** stipend in lieu of notice without assigning any reason on either side.
Please validate your acceptance immediately on receipt of this mail. Receiving no response within two days from your end will invalidate the offer granted to you.

Our journey together will certainly be inspiring, challenging, rewarding and satisfying.

Wishing you the very best

Bharath Balasubramaniam
President Sankara Eye Hospital
****Kindly acknowledge your acceptance of the terms and conditions by signing this letter and returning a copy at the earliest.****

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

1600

digit
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PRIVATE AND CONFIDENTIAL

Date: 25 Jan 2024

Sayanjit Dey

OFFER LETTER

Dear Sayanjit,

Subsequent to your meetings with Go Digit General Insurance Limited, we are pleased to make an offer of employment on the following terms and conditions:

1.1 You shall be appointed to the position of **Executive Trainee.**

1.2 As an employee of the Organisation, your Gross Annual Compensation (Cost to Company) will be **Rs. 600,000/-** (Rupees Six Lac Only).

1.3 Your Gross Annual Compensation will include a performance-linked variable of **10.00%** subject to achievement of pre-defined targets.

1.4 All terms and conditions of your employment, including the code of conduct, will be in accordance with the Company's policies and procedures and the Employment Agreement.

1.5 The Trainee Program will be for a period of **1 year** from your date of joining.

1.6 Your employment will also be dependent upon completion of your Graduation / Post Graduation as per the training programme.

1.7 Your employment with the Company is subject to:
(a) The accuracy of the testimonials and information provided by you; and,
(b) You being free from any contractual restrictions preventing you from accepting this offer and will return receipt of acceptance of this offer within 5 workings days.

1.8 At any time, the contract may be terminated by either party by giving 90 days' notice in writing. Go Digit General Insurance reserves the right to payment of salary in lieu of the notice period.

1.9 We are glad that you have accepted our offer. In order to confirm your joining, you would be required to submit a proof of your resignation from your current company

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within 7 days of receipt of this offer letter. In case of failure to submit the same within the stipulated time period, the company reserves a right to withdraw this offer.

On the day of your joining kindly bring photocopies of your certificates (all education qualifications, address proof, Pan card copy, ID proof, all previous employers' certificates, Form 16, Last employer's salary slip of last 3 months, relieving Letter from last employer), along with four passport size photographs.

This offer is being issued subject to successful verification of all your documents submitted. As a token of your acceptance of our offer and the terms of this letter, please sign in the space provided below and return the same to us. We are excited at the prospect of having you join us and look forward to a rewarding association.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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Annexure A

Compensation Entitlement Sheet

	Monthly	Annual
Basic Salary	15,750	189,000
HRA	6,300	75,600
Education Allowance	200	2,400
LTA	1,312	15,744
Statutory Bonus	1,312	15,744
Special Allowance	17,478	209,741
Gross Salary	**42,352**	**508,229**
Employer Contributions		
EPF	1,890	22,680
ESI	0	0
Gratuity	758	9,091
Fixed Compensation	**45,000**	**540,000**
Variable Pay		**60000**
Annual Cost to Company		**600,000**

Deductions:

EPF	1,890	22,680
ESIC	0	0
PT Deduction	200	2,500
Net Pay	**40,262**	**483,049**

*TDS deduction is subject to taxable income.

**If your Annual Compensation includes a performance-linked variable then the payment will be subject to achievement of predefined targets. Variable pay shall be paid depending upon the performance of the employee and as per the company policies. Employee who has resigned or is serving his/her notice period, as on the date of payment, will not be eligible for payment of variable pay.

*** Eligibility for increment shall be depending upon the performance of the employee and as per company policies. Employee who has resigned or is serving his/her notice period will not be eligible for increment.

Sincerely,

For Go Digit General Insurance Limited

Amrit Jaidka Arora
CHRO

Sayanjit Dey

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Global Health Limited

LETTER OF INTENT **Date: 06-Nov-2023**

Dr. Seerat Kaur Thind
IIHMR, Jaipur

Dear Dr Seerat,

Congratulations! We are pleased to offer you a position at **Global Health Limited (Medanta)** on the following terms:

1.	Designation	Trainee – Medical Administration
2.	Total all inclusive CTC	- Rs. 25,000/- (Rupees Twenty Five Thousand Only) per month as stipend during Dissertation period - Rs 6,00,000/- (Rupees Six Lakhs Only) per annum upon completing the course i.e. dissertation submitted, final exams clear and degree being awarded. (feedback from supervisor at Medanta will also play important role at this step)
3.	Date of joining	15-Mar-2024 or earlier, if possible
4.	Place of posting	Gurgaon

Company shall conduct background verification through a third party agency post your joining. **YOUR EMPLOYMENT SHALL BE SUBJECT TO SUCCESSFUL COMPLETION OF VERIFICATION AND SUBMISSION OF REPORT SATISFACTORY TO THE COMPANY**

Additionally, you shall also undergo pre-employment health check-up process and this offer will be subject to you being found medically fit. You will also be governed by the general terms and conditions as published in the detailed appointment letter given to you post joining.

LIST OF DOCUMENTS REQUIRED FOR JOINING

1	Certificates & mark sheets of class 10th, 12th, Graduation, PG(mark sheet as well as degree) or any other professional course	2 Copies of each
2	State Registration certificate (valid) from respective Clinical/Nursing/Pharmacy Council (as applicable)	
3	Internship completion certificate & Course completion certificate	
Mandatory for Doctors: All documents mentioned above in Sl. No 1 & 2 needs to be self-attested		
4	**PAN CARD**	
5	Address Proof (Aadhaar card/Passport / Voter card / Driving license)	
6	Appointment Letter and salary slip from the last employer	
7	Relieving Letter/Resignation acceptance from the last employer	
8	Experience Certificate from all previous employers	
9	Other Documents • 4 Passport Size photographs • Copy of Vehicle Registration Certificate (RC) incase parking facility is required	

Please return the duplicate copy of this letter duly signed as acknowledgement in case offer is acceptable to you. We look forward to your being part of Medanta Family.

Yours faithfully,
For **GLOBAL HEALTH LTD**

SAURABH UPADHYAY
SENIOR VICE PRESIDENT & HEAD – HUMAN RESOURCES

Registrar
The IIHM[illegible] University
1, Prabh[illegible] Vayal Marg
Near Sanganer Airport, Jaipur-302029

Accept.....

1603

Rhea
Healthcare Private Limited

motherhood
women & children's hospital

23rd January 2024

Ms. Shalini Kotwal
IIHMR, Jaipur

LETTER OF INTENT FOR THE TRAINEE - MEDICAL OPERATIONS PROGRAM

Dear Ms. Shalini Kotwal,

Congratulations!

With reference to your application and the subsequent selection process, we are pleased to include you as part of our "**Trainee - Medical Operations**" program. The Medical Operations Trainee program is specially designed for young talent. You will experience challenging functional stints that will enhance your learning.

On joining, you shall be designated as **'Trainee - Medical Operations'** in **'Rhea Healthcare Pvt Ltd'**. The terms and conditions of the offer are given below.

1. You will initially report for an Orientation & Induction in Bangalore.

2. You are expected to join the Trainee - Medical Operations Program on **15-July-2024**, failing which we will presume that you have no interest in working with us. Accordingly, this offer will be treated as cancelled and withdrawn. The Business hours begin from **09:30 am** on the date of joining.

3. You will be in training for an initial period of **Twelve months.** Based on assessment of your performance during the training period, you may be considered for absorption into the regular cadre of the Company at the sole discretion of the management. Your absorption shall be only by way of written communication issued by appropriate officials in this regard.

4. This letter of intent is conditional and subject to your clearance of the **Pre-employment Medical Examination** by a Medical Officer designated by the company and submission of background verification related documents.

5. Please return the duplicate copy of this letter duly signed indicating your acceptance.

6. Please submit the following at the time of your joining:
   - Documentary evidence of date of birth
   - Attested copies of all educational qualifications (**SSC, HSC, Degree/Diploma**)
   - Four passport size photographs
   - Blood group proof

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- PAN Card copy
- Aadhar Card Copy
- Pre-employment Application Form (if not submitted already)

Please note that all the above documents and information provided by you form the basis of your representation and our offer and the same shall be subject to verification as may be required by the Company from time to time.

You will be required to produce your latest qualification certificate within 90 days from the date of joining.

7. You will be on training for a period of 12 months in the first instance, subject to extension(s), if deemed necessary, at the sole discretion of the Management.

8. This is not a regular letter of appointment but a letter of intent inviting you to be a part of the organization. The formal letter of appointment will be issued at the time of your joining.

9. On completion of your training and based on your performance, you will be deployed in any unit of the Motherhood Hospitals, Pan India, subject to the positions available at that point of time.

10. The Compensation and Benefits Program applicable to your Band is a Cost to Company of Rs.5,00,000/-(Five Lakhs Only). We reiterate that your compensation is a confidential matter between you and the Company, and we reaffirm that the Company shall view any breach of confidentiality with the utmost seriousness.

Please return the duplicate copy of this letter duly signed indicating your acceptance of our terms and conditions, as stated above, within seven days of receipt of this letter of intent.

We once again would like to thank you for your interest in seeking a career with us and hope you will have a fruitful and successful career with us.

Yours sincerely,

For Rhea Healthcare Pvt Ltd

Kad Helen Vardan

Authorized Signatory

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

I accept the offer as outlined above,

Signature: _____ Date: _____

Anita Thapa 1607

From: *Vinod Tejwani*
Sent: *07 December 2023 11:23*
To: *Anita Thapa*
Subject: *FW: Selected Candidates Status - Invitation for Campus Engagement- IIHMR University, Jaipur*

With Regards,

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

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From: Rahul Khandelwal <rahul.khandelwal@fortishealthcare.com>
Sent: Monday, November 20, 2023 5:50 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Ravi Ranjan Kumar Ravi <ravi.ranjan@fortishealthcare.com>
Subject: Selected Candidates Status - Invitation for Campus Engagement- IIHMR University, Jaipur

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Vinod,

Please find the below final selected candidates , their offer letters will be shared soon –

		During Dissertation		Post Submission of De	
Name of an Employee	**Unit Name**	**Designation**	**Stipend P.M.**	**Designation**	**C**
Dr. Hitendra Baro	FMRI	Management Trainee	30,000	Assistant Manager	
Dr. Rajat Dewan	FMRI	Management Trainee	30,000	Assistant Medical Superintendent	
Dr. Nitika Yadav	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	
Ms. Isha Singh	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	
Dr. Rishabh Yadav	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Medical Superintendent	
Ms. Ruby Gautam	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	
Dr. Shivani Salar	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	
Ms. Shalini Nandi	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	

CTC includes all retirals and benefits. Tax applicability will be there as per the laws.

Please confirm their tentative joining for Offer letter generation.

Registrar
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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Regards,
Rahul Khandelwal

From: Rahul Khandelwal
Sent: Tuesday, November 7, 2023 10:18 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Subject: RE: Invitation for Campus Engagement- IIHMR University, Jaipur

Dear Vinod,

Please find the attached Group Composition for GD round.

Regards,
Rahul Khandelwal

From: Rahul Khandelwal
Sent: Saturday, November 4, 2023 12:36 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Subject: RE: Invitation for Campus Engagement- IIHMR University, Jaipur

Dear Vinod,

I am writing to confirm our visit to the campus on November 8, 2023.

Three representatives will be visiting, and we plan to check in at the hotel on the evening of the 7th and check out on the evening of the 8th.

Best regards,
Rahul Khandelwal

From: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Sent: Friday, November 3, 2023 2:35 PM
To: Rahul Khandelwal <rahul.khandelwal@fortishealthcare.com>
Cc: Ravi Ranjan Kumar Ravi <ravi.ranjan@fortishealthcare.com>; N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Subject: re: Invitation for Campus Engagement- IIHMR University, Jaipur

** Attention! External Email: Do not open attachments or click links unless you are sure this email comes from a known sender and you know the content is safe.**.

Dear Mr. Rahul,

Greetings from IIHRM University Jaipur !

Please find updated list of interested candidates.
Resume Link:

https://instituteofhealthmanagemtin-my.sharepoint.com/:f:/g/personal/anitathapa_iihmr_edu_in/EgnBAsyShjhKrHJvTovXE-EB_yR5Rhn4JZ3-qFjJouKJkg?e=q5Cumu

We welcome you and team Fortis on Wednesday 08th November 2023 for campus recruitment.

Please share your travel plan along with process so that we can inform the candidates accordingly .

With Regards,

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

1605

ıSign Envelope ID: B1E1BD41-98F3-40CE-A609-53985328CCD5

KhushiBaby

Letter No:KB Admin/HR2023-24/169 Dated: March 11, 2024

Ms. Sheetal Sharma
Address: plot no.- B - 24, New colony,
sikar road, murlipura, Jaipur, Rajasthan 302039
Email: sheetalsharma9912@gmail.com

Subject: Appointment letter for joining as Public Health Probationary Associate at Khushi Baby

Dear Sheetal,

Khushi Baby is pleased to extend an offer to you for the position of **"Public Health Probationary Associate"** for a period of 3 months with a consolidated monthly compensation of INR 35,000. A performance review will be conducted upon the completion of the three months in this position with Khushi Baby. Your further continuation with the organization will be determined by your performance and conduct during the probation period, assessed on a 5-point scale rating across 12 performance parameters. A minimum cumulative score of 4.5 will be considered for the extension of services, subject to the sole discretion of KB management

In this position your primary location will be **Jaipur,** with episodic travel to local field areas and other field locations of Khushi Baby (such as Bengaluru/Udaipur etc.) as a part of your JD and regular knowledge enhancement. Modest expenses for lodging and boarding for official travel will be covered by Khushi Baby as per policy. Throughout your association with Khushi Baby, you are expected to adhere to your job description and the contractual clauses that will be mutually agreed upon.

Your date of joining is effective from the day you report to the Jaipur office of Khushi Baby, which should not be later than March 15, 2024. For more information, please reach out to the HR department.

Please sign and return the enclosed copy of this offer letter to indicate your acceptance of the terms and conditions outlined above. We are excited to welcome you to the Khushi Baby team and look forward to your valuable contributions. If you have any questions regarding the policies and procedures, please do not hesitate to contact me.

Regards,

DocuSigned by:
Mohammed Shahnawaz
CEG6407A9D4E47C

Mohammed Shahnawaz,
COO, Khushi Baby

Khushi Baby
6016 Louis Way, El Dorado Hills, CA, 95762, USA
123 Kharol Colony, Fatehpura, Udaipur, 313001, Rajasthan, India
admin@khushibaby.org, +1 281 725 8062, +91 9001469934
www.khushibaby.org

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Outlook

RE: Campus Recruitment 2024 passout batch - IIHMR University Jaipur

From Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Date Tue 3/19/2024 4:16 PM
To Ajay Sharma <ajay@khushibaby.org>
Cc Urvashi Goud <urvashi@khushibaby.org>; Mohammed Shahnawaz <shahnawaz@khushibaby.org>; Anita Thapa <anitathapa@iihmr.edu.in>; N Satheeshkanna <satheeshkanna@iihmr.edu.in>

1 attachment (99 KB)
Khushi Baby_NOC_IIHMR University, Jaipur.pdf;

Dear Sir,

Greetings from IIHMR University Jaipur!

Please find attached the NOC for all the selected candidates.

With Regards,

IIHMR UNIVERSITY

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg, Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in| **W:** www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

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From: Ajay Sharma <ajay@khushibaby.org>
Sent: Wednesday, February 14, 2024 1:22 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Urvashi Goud <urvashi@khushibaby.org>; Mohammed Shahnawaz <shahnawaz@khushibaby.org>
Subject: Re: Campus Recruitment 2024 passout batch - IIHMR University Jaipur

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Dear Tejwani sir,

Following candidates have been finalized on the position of "Public Health Probationary Associate" with the offers mentioned in brackets with the respective candidate's name. We will give them offer letters very soon starting their joining from 15th March 2024.

1. Vaishnavi V - Probation of 3 months (35K INR per month) -
2. Anushruti Saxena- Probation of 3 months (35K INR per month)
3. Prateek Dad- Probation of 3 months (35K INR per month)
5. Sheetal Sharma- Probation of 3 months (35K INR per month)
6. Khushboo Gupta- Internship for 3 months (15K INR stipend per month)

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Sanganer Airport, Jaipur-302029

On completion of their 3 months' tenure, a review of performance of these candidates will be undertaken. Based on the review's result, the full time offer MAY be provided to them to continue on the same or revised role.

Please note that mentioned compensation is consolidated in hand and may be revised (45K per month) on completion of three months tenure, which, however, will solely depend on how well they perform during the first three months of association.

These students have been intimated about their selection in KB and this email is for your official note.

I would like to take this opportunity to thank you for your continuous support and cooperation throughout the process. Please feel free to contact us if any further information is needed in this regard.

Best regards, .

Important: This email contains confidential Information; if you are not an intended recipient, disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.

Ajay Sharma
Lead- Admin & HR
Khushi Baby
KhushiBaby
+919829442079
ajay@khushibaby.org
www.khushibaby.org
Great Place To Work. Certified OCT 2023 - OCT 2024 INDIA

On Mon, Feb 12, 2024 at 2:27 PM Vinod Tejwani <vinodtejwani@iihmr.edu.in> wrote:

> Dear Sir,
>
> Thanks a lot.
>
> Nayonika Singh is already placed with other organization. This is for your information please.
>
> **With Regards,**
>
> Registrar
> The IIHMR University
> 1, Prabhu Dayal Marg
> Near Sanganer Airport, Jaipur-302029
>
> IIHMR UNIVERSITY
>
> **Vinod Tejwani**
> **Dean- Placements & Alumni Relations**
>
> **A:** IIHMR University | 1, Prabhu Dayal Marg,
> Near Sanganer Airport, Jaipur – 302029
> **E:** vinodtejwani@iihmr.edu.in | **W:**
> www.iihmr.edu.in
> **M:** +91 9891393008, 9929754987
> **P:** +91 141 3924700 (213)
>
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1606

Tata AIG General Insurance Company Limited
Regd Office: 15th Floor, Tower A, Peninsula Business Park,
G. K. Marg, Lower Parel, Mumbai - 400 013,
Tel. No.: +91 22 66930000
www.tataaig.com
IRDA Registration No.: 108
CIN : U85110MH2000PLC128425

Great Place To Work. Certified

TATA AIG INSURANCE
WITH YOU ALWAYS

14 June 2024

Mr. Shibendu Goswami
C/O Lt. G.K. Goswami, Aurobinda Pally
Adra
West Bengal 723121
India

Dear Shibendu

Subject: Offer Proposal

We, Tata AIG General Insurance Company Limited are pleased to extend you an offer proposal for the position of **MT** at **MT** in **Health Insurance** department.

Your initial place of posting would be **Peninsula.** The Company reserves right to transfer you to any location / department and / or job role in India or abroad in the future, as maybe required for the Company's business requirement.

Your annual Cost to Company will be Rs. **900,000.00** per annum. The compensation details are detailed in the 'Annexure' to this offer letter. You will be eligible for performance bonus / incentives as per the Company's policies from time to time.

This offer letter is contingent upon the successful completion of health declaration and background verification that may be conducted by the Company or any other external agency authorized to conduct the same. By accepting this offer letter, you hereby give your unconditional consent to the Company or any third party appointed / nominated by the Company to conduct background verification including but not limited to current and past employers, criminal conviction records, university / school / college records, professional and personal references and other verifying sources / authorities.

We would expect you to revert with offer acceptance within 3 working days of receipt of this offer letter and join us latest on or before 22 July 2024, beyond which the offer and this offer letter would stand withdrawn, unless a new date is by the Company in writing.

A detailed appointment letter will be issued to you upon joining and completion of requisite documents submitted by you or as may be required by the Company.

Yours Sincerely,

For **Tata AIG General Insurance Company Limited.**

Jitesh Bawa

Chief Human Resource Officer

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

ANNEXURE

Name	Shibendu Goswami
Designation	MT
Band	MT
Location	Peninsula
Department	Health Insurance

Pay Component (A)	Per Annum (Rs.)	Remarks
Basic Salary	297,000.00	Fully Taxable
House Rent Allowance (HRA)	148,500.00	Taxability as per applicable IT provisions on HRA
Flexi Allowance Plan (FAP)	404,574.00	Taxability as per applicable IT provisions on (FAP)
Statutory Bonus	0.00	
Total of (A)	**850,074.00**	
Statutory Benefits (B)		
Provident Fund (Employer Contribution)	35,640.00	As per the applicable law
Gratuity	14,286.00	As per the applicable law
Total Fixed Cost (A+ B)	**900,000.00**	
Target Annual Performance Bonus (C)	**270,000.00**	Performance Bonus is payable once a year, maximum up to 30% of fixed CTC based upon the individual performance & Company performance. The mentioned is at Target level Company performance
Maximum Earning Capacity (A+B+C)	**1,170,000.00**	

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Statutory Bonus shall be payable in accordance with The Payment of Bonus Act, 1965, as applicable.

*Gratuity shall be payable in accordance with The Payment of Gratuity Act, 1972, as applicable.

*Note-All of the Above Payments would be subject to tax and other deductions as per norms.

Guidelines on Annual Performance Bonus:
You will be eligible for an Annual Performance Linked Bonus Pay in the relevant performance year under review which will be based on individual performance and Company performance. Target bonus amount mentioned above will be the maximum payable and there is no guaranteed amount. Any employee earning incentives during the year or serving notice period on the date of pay-out will not be eligible for this component. Payment of Annual Performance Bonus is as per the Company policy, which is subject to change basis management discretion.

Guidelines for Flexi Allowance Plan:	
a) Each employee is entitled to exercise his / her choice of apportionment of FAP subject to total limits available against each allowance	
b). The below selection shall be taxable / non-taxable as provided for under the Income Tax act and the rule there made under and amended from time to time	
Allow / Reimb Head	Permissible Limit (in INR)
Food Coupons	Rs 15000 (or) 26400 per annum
Gift Vouchers	Rs 4999 per annum
LTA	Upto Rs. 2 Lakhs per annum
Children Hostel Allowance	Rs 300 per child per month up to a max of 2 kids
Education Allowance	Rs 100 per child per month up to a max of 2 kids
Vehicle & Fuel Maintenance (Only for Band 3 & Above Levels)	Rs 21600 per annum
Driver Salary (Only for Band 3 & Above Levels)	Rs 10800 per annum
Telephone Reimbursement	Rs 12000 or 24000 per annum
National Pension Scheme	10% of the basic Salary or 1.5 Lakhs whichever is lower

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Other Benefits*	Cover
Group Mediclaim Insurance cover	Self, Spouse and 2 dependent children on a family floater basis.
Group Term Life Insurance cover	Two times of Annual fixed compensation less retirals or Rs.10,00,000 whichever is higher. (Retirals includes PF and Gratuity)
Group Personal Accident Insurance cover	Applicable as per the company policy.
Voluntary Parents Mediclaim Policy	An employee can cover his/her dependent Parents and/ or Parents in laws. This is a voluntary policy where the premium will be borne by the employee.

* Please refer the Individual Policy Documents for more details

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October 8, 2024

Ms. Shikha Kumari
H. No. 100, Sindhu Road,
10 No. Basti, Golmuri,
Jamshedpur- 831003
India
Ph: +91-8619216850

Dear Shikha,

Welcome to Infosys!

At Infosys, our purpose is to amplify human potential and create the next opportunity for people, businesses and communities. Our employees are key to realizing this. It is our continuing ambition to find and retain people who believe in our values and share our desire to build a great company.

It is therefore with great pleasure that we offer you the position of **Associate Consultant** with Infosys Limited (hereinafter referred to as **"Company"** or **"Infosys"**).

Please see enclosed the offer of employment.

The offer of employment shall remain valid for a period of 14 (fourteen) calendar days from the date of the offer of employment unless withdrawn by the Company at any time before your explicit acceptance.

The offer of employment shall be deemed to have been rejected by you, in the event : (i) you fail to communicate your acceptance to the offer within 14 (fourteen) calendar days from the date of the offer of employment where you have not been granted any extension of time by Infosys to communicate your acceptance; or (ii) you notify Infosys in writing that you are rejecting the offer of employment or (iii) you do not join the Company at the Location specified below or any other location that may be informed to you.

Please note that all the employees of Infosys are required to be double vaccinated against Covid-19 unless an exemption exists, for which satisfactory medical evidence will need to be submitted to Infosys at the time of joining.

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

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

Warm regards,

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

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Near Sanganer Airport, Jaipur-302029

INFOSYS LIMITED
SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village
Singapore Township PO, Ghatkesar Mandal
Rangareddy District, Hyderabad 500 088, India
T 040 40600000
F 040 666341356

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

Company Confidential - This communication is confidential between you and Infosys Limited

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October 8, 2024

Ms. Shikha Kumari
H. No. 100, Sindhu Road,
10 No. Basti, Golmuri,
Jamshedpur- 831003
India
Ph: +91- 9810467562

Dear Shikha,

The details of your offer of employment with the Company, are mentioned below:

1. Role Designation : Associate Consultant

2. Role : Associate Consultant

3. Job Level : 4

4. Joining Date

Your scheduled date of joining the employment is **October 14, 2024** .

5. Location

Your location for employment is **HYDERABAD (SEZ)** , SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village Singapore Township PO, Ghatkesar Mandal Rangareddy District, Hyderabad 500 088, India.

You may be asked to relocate to any of the Company`s units, departments or the offices of the Company`s affiliates* and/or the offices of the Company`s customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant policies of the Company in that work location.

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

**For the purpose of this offer of employment, `Affiliate` means an entity that controls, is controlled by, or is under common control of the Company. `Control` includes the right to appoint majority of the directors or to control the management or policy decisions exercisable by a person or persons acting individually or in concert, directly or indirectly by virtue of their shareholding or management rights or shareholders agreements or voting agreements of in any other manner.*

INFOSYS LIMITED
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www.infosys.com

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6. Probation and Confirmation

You will be on probation for a period of 6 (six) months from the date of joining the Company. During your probation, you will be continuously assessed for your suitability to continue in service. In evaluating your suitability, your adherence to the Company policies and applicable laws will also be considered. Notwithstanding anything stated herein, and without limiting the rights of the Company, the Company would be entitled to terminate your services immediately without any notice during your probation, for the occurrence of any action/omission, including but not limited to the following:

(a) for failure to submit the documents required by the Company, details of which are enclosed in Annexure - IV;

(b) for failure to pass background checks to the satisfaction of the Company, including inability to prove employment with previous employers (i) by way of submission of statement of bank account which evidences salary payments by the previous employer, or (ii) statement of provident fund account which evidences contribution of provident fund by the previous employer, or (iii) submission of Form 16/Income tax returns filed, as issued under the Income Tax Act, 1961 or any other applicable law;

(c) for failure to perform the duties that you are capable of performing and as required by the Company;

(d) for any action/omission which may render you unsuitable for the role, as determined by the Company; and

(e) for any other reason, as considered appropriate by the Company.

Your probation shall be confirmed only upon a written communication from the Company.

7. Duties

You will perform day to day duties and activities in accordance with the job description for your Role, as well as other duties you are capable of performing, as required by the Company.

Your position, duties and reporting lines may be changed by the Company as required, from time to time, and you will be informed in writing of those changes.

Unless you are informed otherwise, these terms will continue to apply to you, even though your position, duties and reporting lines may change.

8. Leave

You are entitled to earned leave, right from your date of joining. You will be eligible for 15 (Fifteen) working days of leave annually, during probation. On confirmation, you will be eligible for 20 (Twenty) working days of leave annually.

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

The Company`s policies also provide for Maternity, Paternity and Bereavement leave. Further details will be provided to you at the time of joining.

9. Promotion and Progression

The Company is committed to a performance-based culture. Career progression and increments in your salary will depend significantly upon your performance and demonstrated achievement of agreed business outcomes and desired professional behaviour. A formal assessment of your performance will be periodically conducted in line with the Company`s performance appraisal process with which you will be required to become familiar with, and in which you will need to participate.

10. Compensation and Benefits

Salary

Your Fixed Salary including retirals will be **INR 63,751 per month** and Total Gross Salary inclusive of the Performance Bonus and retirals will be **INR 70,834** per month. Your salary is based on the work performed by you and includes an amount to compensate you for any reasonable additional hours worked by you. The break-up of your salary has been provided in the Compensation Details sheet at Annexure - I.

Basket of Allowances (BOA)

The Basket of Allowances is part of your Fixed Salary.

Youwill have the flexibility of choosing the components of your BOA and the amounts under each of such components that you have chosen, as per the options provided to you on the Company`s intranet.

Performance Bonus

You will be eligible for a Performance Bonus (as per the Company`s Bonus Plan) of **INR 7,083** per month, at a maximum payout of 100%. The Company operates a non-contractual Bonus Plan linked to your performance, Company`s performance and your unit / department`s performance. Any Performance Bonus amount awarded shall be entirely at the discretion of the Company. The Company reserves the right to amend the non-contractual Bonus Plan at any time. The break-up of your salary has been provided in the Compensation Details sheet at Annexure - I.

Guaranteed Performance Bonus

For the first 6 (six) months of your employment with the Company, you will be paid **50%** of your Performance Bonus amount as mentioned in the above clause (Performance Bonus), as a Guaranteed Performance Bonus. The Performance Bonus mentioned in above clause is inclusive of, and not in addition to Guaranteed Performance Bonus.

Ex - Gratia / Bonus

You will be eligible for an ex - gratia/ bonus payout which is calculated at 20% of the basic salary as mentioned in the Compensation Details sheet at Annexure - I of this offer of employment. The mode of payment will be as follows:

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

National Pension Scheme

The Company offers all India based employees the option to contribute towards the national pension scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks.

Insurance

Health Insurance: You will be eligible to participate in a Group Health Insurance Scheme and covered by default under the standard health insurance plan as per the applicable Company Health Insurance Policy. You may also choose to enhance the benefits with other participatory optional health insurance plans.

Life Insurance: You will be covered under the Group Life Insurance Scheme, managed by Infosys Employee Welfare Trust (**"Trust"**). The Trust is established for the benefit and welfare of the employees of the Company and provides assistance to the employees in various forms including but not limited to extension of medical facilities. All employees become members of the Trust, by a one-time payment of **INR 250** and a fixed monthly contribution of **INR 325** which may increase from time to time. Youhereby provide consent for such amounts to be deducted from your monthly salary.

The details of the scheme(s) would be available to you when you join the Company.

11. Work Health and Safety

11.1. You agree to comply with all the directions and instructions emanating from the Company regarding health and safety and shall also take all reasonable steps to ensure that you do not undermine your health and safety or the health and safety of any other person during the period of your employment with the Company.

11.2. You hereby acknowledge and agree that you are medically fit, at all times, to discharge the role and duties entrusted to you by the Company. In the event, the Company has any concerns about your fitness to work at any point in time, the Company may require you to consult and/or undergo a medical examination with a registered medical practitioner as nominated by the Company. You hereby agree to provide the Company with a copy of any such medical reports/results and/or authorize the Company to communicate with the concerned medical practitioner regarding your fitness to return to work. In the event, you are declared medically unfit to discharge your role and duties by a registered medical practitioner or you fail to discharge your role and duties on account of your continued ill health/prolonged illness, your employment may be terminated in accordance with the Company procedure.

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11.3. You hereby acknowledge and agree that in the event you contract any infectious or contagious disease, you will immediately report this information to your manager and/or the BP-HR and upon the Company`s direction, you shall not enter the office of the Company or that of the customer, until permitted to return. The Company also reserves the right to refuse entry into the workplace to any individual who is deemed by the Company to be unfit at its sole discretion, in the interest of providing a safe and hygienic environment for all the employees and third parties visiting the workplace. You hereby agree that during such period when you are not working, you will be on earned leave and upon exhaustion of the earned leave, on unpaid leave.

11.4. You may be required to provide the Company with a medical certificate from a registered medical practitioner to verify a leave claim made on account on sickness.

12. Notice Period and Termination of Employment

Prior to the commencement of your employment with the Company, this offer of employment may be terminated by the Company without any notice to you.

During your probationary period and post confirmation of your employment with the Company, you will be required to give 3 (three) months` notice or salary thereof in case you decide to leave the services of the Company, subject to the Company`s discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the 3 (three) months` notice period. Similarly,the Company can terminate your services with immediate effect and on such termination the Company can give you 3 (three) months` notice or salary thereof.

Your services can be terminated without notice or payment in lieu of notice, at any time, for the occurrence of any of the below act(s)/omission(s), including but not limited to the following:

(a) engagement in misconduct;

(b) loss of confidence by the Company;

(c) engagement in any conduct which brings or may bring the Company into disrepute;

(d) convicted of an indictable offence or enter a plea of guilty to a charge brought for an indictable offence;

(e) in any other circumstance, in which the Company has the right to do so in accordance with the applicable law in force, including any significant breach of the terms and conditions of your offer of employment and/or breach of the Company policies.

13. Garden Leave

The Company may place you on paid leave and direct you to comply with all or part of the following in such circumstances including but not limited to, following the notice to terminate your employment by either party:

(a) not to perform any duties for part or all of the notice period or be employed or engaged in the conduct of any activity of the Company;

(b) not to enter the premises of the Company;

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(c) not to contact or have any communication with customers, prospective customers, employees, consultants, prospective investors, suppliers, distributors, shareholders, agents, representatives or other business contacts of the Company; and/or

(d) remain available to be called upon during your ordinary hours of work as specified by the Company.

During such period, the Company may appoint 1 (one) or more persons to replace you in the performance of the duties of your position.

During such period, the Company shall continue to pay you, your salary and provide your contractual benefits, but shall have no obligation to provide you with any work or opportunities to earn/accrue incentives/commission over and above your salary and all duties of your employment (express and implied) will continue, including but not limited to your duties of fidelity, good faith and exclusive service.

14. Termination Obligations

If your employment is terminated, then you must immediately return all confidential information and any other property of or relating to the Company or the customer, subsidiary or associated companies of the Company which you may have, without retaining any copies of the same.

On termination of your employment for any reason:

(a) you must repay all the monies owed to the Company;

(b) the Company will pay all entitlements owed to you; and

(c) the Company can, to the maximum extent permitted by law, withhold and set-off any amount owed by you under sub-clause (a) from or against any amount owed to you under sub-clause (b).

In the event your employment is terminated due to misconduct while on secondment, to an affiliate of the Company, or any third party, then your employment with the Company shall also stand terminated.

You hereby acknowledge and agree that any statutory or other `last in, first out` rule or any modification thereof shall not apply to you in the event of termination of your employment with the Company for any reason.

15. Deductions

During the course of your employment, you authorize and permit the Company to make any deductions, as required, from your salary in accordance with the applicable law and Company policies. The deduction can include but not be limited to: (a) personal calls made through phone provided by the Company; (b) personal expenses incurred on a Company-issued credit card; (c) recovery of any owed amounts to the Company; (d) personal use of Company-provided facilities; (e) recovery of any tax amounts paid by the Company.

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16. Background checks

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

You acknowledge and agree that the aforementioned information and/or documents provided by you to the Company are true, complete and correct and you have not withheld any information from the Company that would affect your ability to successfully carry out your employment with the Company.

If you fail to submit the necessary information and/or documents as required by the Company within the specified time period or if the Company is not satisfied with the outcome of the background checks, or if the Company finds at any time that any information and/or documents given by you are not correct, true or complete in all respects, the Company may at its discretion and to the fullest extent permitted by applicable law, revoke this offer of employment prior to your acceptance, or terminate your employment without notice or payment of compensation.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information and/or documents including but not limited to: (i) statement of bank account which evidences salary payments by previous employer, or (ii) statement of provident fund account which evidences contribution of provident fund by previous employer, or (iii) submission of Form 16/Income Tax Returns issued/filed under the Income Tax Act, 1961 or any other applicable law, or (iv) proof of submission that your Aadhaar number is linked with your Universal Account Number (**"UAN"**) as issued by the Employees` Provident Fund Organisation, India.

Please note that the Company requires you to furnish a copy of your passport at the time of joining.

17. Conflict of Interest

You agree to cease any existing engagement, whether full-time or part-time, as director / partner / member / employee / sole proprietor of any other organization / entity / sole proprietorship engaged in any form of business activity or public or charitable endeavour prior to joining the Company. You agree to ensure that your last working day with such organization/entity, whether full-time or par-time, is at least one working day prior to your start date with the Company.

You agree not to be, whether full-time or part-time, a director / partner / member / employee / sole proprietor of any other organization / entity / sole proprietorship engaged in any form of business activity or public or charitable endeavour, at any time during the course of your employment with the Company, without the written consent of the Company and to avoid situations that may lead to absenteeism, tardiness, conflict of interest or poor job performance. The consent may be given subject to any terms and conditions that the Company may think fit and such consent may be withdrawn at any time at the discretion of the Company.

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18. Other terms and conditions

18.1. You agree that your primary graduate educational degree and where applicable your post-graduate educational degree which are relevant to the role offered to you is secured under a regular full-time program and not through any distance learning and/or part time program. You further agree and acknowledge that all your educational degrees are secured from educational institutions approved by University Grants Commission (UGC)/ All India Council for Technical Education (AICTE)/ Association of Indian Universities or such of its successors. The Company reserves the right to recognize any educational degree or diploma secured from any other educational institution, in its sole and absolute discretion.

18.2. You hereby agree to provide the Company with the information and/or documents, as required, to enable the Company generate a UAN at the time of joining the Company where you do not have an existing UAN.

18.3. You hereby acknowledge and agree that, at all times during the course of your employment with the Company, you will act in compliance with your obligations under Section 142 of the Code on Social Security, 2020 or such other law, which requires you to establish your identity through your Aadhaar number provided to you under the provisions of the Aadhaar (The Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 or any other law in force for time being.

18.4. Subject to applicable laws, you shall communicate to the Company within a period of 2 (two) working days, in the event of any change in your citizenship status and/or your ability to lawfully work in India. Subject to applicable laws, you also consent to and agree that the Company may, at any time during your employment, perform a check on your citizenship status, and confirm your right to work in India.

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

18.6. You hereby agree that based on the nature of your work and business requirements, you may be required to work on rotational shifts including night shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company will be made applicable to you.

18.7. You hereby agree and acknowledge that, at all times during the course of your employment with the Company, you will physically report to work at your location for employment, as mentioned in Clause 5 of this offer of employment, unless otherwise communicated to you by the Company. In the event, you fail to physically report to work at your location for employment in disobedience of the Company`s direction to report to work without any justifiable reasons, the Company reserves the right to initiate appropriate action against you.

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18.8. The Company may at any time or times, in the event of a fire, catastrophe, natural or man-made disasters, breakdown of machinery, communication equipment, statutory restrictions, failure / stoppage of the power supply, epidemic, pandemic, civil commotion, shortage of orders or other trade reason, financial difficulty, economic conditions, or any other cause which is beyond the reasonable control of the Company, suspend work, close down any department or departments wholly or partially for any period or period. You hereby agree to be on earned leave and upon exhaustion of the earned leave, on unpaid leave for the period you have been laid off by the Company.

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

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

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

18.12. The waiver by the Company of any breach of any term of this offer of employment will not prevent the Company from subsequently enforcing that term and it will not be deemed a waiver of any subsequent breach.

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

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

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

Yours sincerely,

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

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

Date: _____, 20_____

_____
Sign your name

_____ _____
Insert your name Location

Annexures: Compensation Details (Annexure I)
Customer Connection Agreement (Annexure II)
Confidentiality and Intellectual Property Rights Agreement (Annexure III)
List of Documents (Annexure IV)

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

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ANNEXURE - I

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Mr. Shikha Kumari**
ROLE	**Associate Consultant**
ROLE DESIGNATION	**Associate Consultant**

1. MONTHLY COMPONENTS	
BASIC SALARY	31,880
BASKET OF ALLOWANCES	20,136
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	6,057
MONTHLY SALARY	**58,073**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	319
FIXED SALARY (1+2)	**58,392**

3. PERFORMANCE BONUS	Performance Bonus Amount as mentioned in Clause
PERFORMANCE BONUS	**7,083**

TOTAL GROSS SALARY (INCLUSIVE OF PERFORMANCE BONUS) (1+2+3)	**65,475**

4. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	3,826
GRATUITY - 4.81% of Basic Salary*	1,53
COST TO COMPANY (1+2+3+4)	**70,834**

OTHER BENEFITS

Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SOFT LOAN	Fifty Thousand (without security)	@7%	12	Nil

All the above benefits are as per Company's policies,which are subject to change from time to time.The Company in its sole and absolute discretion can restructure the components of the Fixed Salary, without changing the Total Fixed Salary. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.

* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act or the Code on Social Security, 2020, as may be applicable.

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ANNEXURE - II

CUSTOMER CONNECTION AGREEMENT

I _____accept employment with Infosys Limited (**"Infosys"**).

I hereby acknowledge and agree that, for a period of six (6) months following the termination (whether voluntary or involuntary) of my employment with Infosys for any reason, I will not work for or provide any services to a Customer, either directly or indirectly in any Capacity.

For the purposes of this Customer Connection Agreement (**"Agreement"**):

"Capacity" shall include working for or providing any services as an agent, consultant, director or employee to the Customer and/or to any contractor or any supplier of the Customer.

"Customer" means any person, firm or entity or its affiliates or its successors-in-interest, who is a client of Infosys and/or its affiliates and with whom I had worked or dealt in a professional capacity at any time during the twelve (12) months immediately preceding the termination of my employment with Infosys.

Employee Signature:

Employee Name: Shikha

Kumari

Acknowledged by Infosys Limited:

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

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ANNEXURE - III

CONFIDENTIALITY AND INTELLECTUAL PROPERTY RIGHTS AGREEMENT

This Confidentiality and Intellectual Property Rights Agreement (hereinafter referred to as **"Agreement"**) is entered into on October 14, 2024 (hereinafter referred to as **"Effective Date"**), at H No 129, Street No 07, D -Block, Dayalpur,, Karawal Nagar Road, , DELHI by and between:

Infosys Limited, having its registered office at No. 44, Hosur Road, Electronics City, Bengaluru, Karnataka (hereinafter referred to as the **"Company"**)

AND

Shikha Kumari, residing at H. No. 100, Sindhu Road, 10 No. Basti, Golmuri, Jamshedpur- 831003 (hereinafter referred to as **"Employee"**)

RECITALS

1. The Company and the Employee are entering into, an employment relationship.

2. In the course of that relationship, the Employee may gain access to or use confidential information and other valuable and protectable information of the Company and its customers, suppliers or vendors.

3. The Employee agrees to deal with confidential information in accordance with the terms of this Agreement.

In consideration of the employment provided by the Company and other mutual promises and agreements contained herein below, the receipt and sufficiency of which are hereby acknowledged, the Company and the Employee agrees as follows:

1. CONFIDENTIAL INFORMATION

1.1 Confidential Information means and includes non-public information and information which is confidential including proprietary information and other information related to the business of the Company, its affiliates or any third parties with which the Company associates such as customers, suppliers, whether or not such information is expressly marked or designated as confidential information and includes but is not limited to:

(a) trade secrets; financial information; contracts; technical data; business data; customer lists, supplier lists; information relating to the management, personnel, strategies or policies of the Company and systems processes, methods, pricing and products of the Company.

(b) Information created or developed by the Employee in the course of employment with the Company, including the strategies, correspondence, reports, articles and other documents, artwork plans, designs, software and discoveries.

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(c) information supplied by, relating to or confidential to any other persons.

(d) information that has an actual or potential value to the Company, where the Employee has received, created or developed that information: (i) in the course of employment with the Company (whether or not prior to the date of this Agreement); or (ii) as a result of, or aided by, the existence of an employment relationship with the Company or any of its related body corporates, whether existing or having ceased to exist.

(e) any information which could be reasonably expected to be considered as confidential.

(f) any copies, summaries or notes of confidential information and any other materials incorporating, or derived from, confidential information.

1.2 Confidential information does not include any information that is, or becomes, public knowledge without any fault of the Employee.

1.3 The Employee`s obligations under this Agreement shall cease to apply in respect of any confidential information the disclosure of which is required under the applicable law in force or pursuant to a valid order of a court of competent jurisdiction or an authorized government agency, provided that the disclosure does not exceed the extent of disclosure required by such law, regulation, or order.

2. CONFIDENTIALITY OBLIGATIONS

2.1 The Employee agrees and acknowledges that during the course of h e r employment with the Company, the Employee shall use and have access to confidential information that are not a matter of public record, solely by virtue of her employment and for the purpose of enabling the Employee to discharge her obligations towards the Company as an employee.

2.2 The Employee agrees and acknowledges that the confidential information will not be disclosed by him to any person without the prior written approval of the Company. The Employee must not disclose confidential information to another employee of the Company except on a need-to-know basis and only with the prior approval of the reporting manager of the Employee.

2.3 The Employee agrees to maintain strict confidentiality in respect of all the confidential information both during his/her employment and subsequent to his/her employment with the Company.

2.4 The Employee must take all reasonable precautions to prevent an unauthorised disclosure of confidential information, including the following:

(a) the Employee must at all times store confidential information safely and securely; and

(b) the Employee must not remove confidential information from the premises at which it is stored except where it is necessary to do so.

2.5 The Employee agrees to assist in any legal proceedings initiated to protect confidential information.

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2.6 The Employee shall, upon termination of her employment or at the request of the Company, immediately deliver all media embodying confidential information that is in the Employee`s possession, custody or control, without retaining a copy of the same.

2.7 The Employee agrees to comply with any other reasonable obligations relating to confidential information, as required from time to time by a customer or supplier or vendor of the Company.

3. INTELLECTUAL PROPERTY RIGHTS

3.1 The Employee further agrees that all copyright, ownership and intellectual property rights in any work of any nature carried out by him during the course of her employment with the Company shall vest with and remain with the Company, customer, or supplier as the case may be. The Employee agrees that she will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a `Work Made for Hire`, the Employee agrees to and does hereby assign to Company all of her right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights which relate in any way to the business or contemplated business, research, or development of the Company. The Employee further acknowledges and agrees that the Company may, in its sole discretion, assign to third parties all such intellectual property rights.

3.2 The Employee agrees that she shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by him during the course of her employment, belonging to the Company, customers, or suppliers as may be the case. The Employee agrees to maintain strict confidentiality in respect of all such intellectual property rights both during her employment and subsequent to her employment with the Company.

3.3 Both during the term of this Agreement and thereafter, the Employee agrees to fully cooperate with the Company in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by him under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Company all documents or papers that may be requested by the Company to enable the Company or customers, or suppliers of the Company to create, establish, publish or protect said intellectual property rights.

3.4 If requested by the Company, the Employee agrees to promptly return to the Company all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Company, including, but not limited to, all confidential information, all of which the Employee recognizes is the sole and exclusive property of the Company.

4. GENERAL

4.1 Survival: The Employee`s obligations under this Agreement shall survive indefinitely, notwithstanding any termination of the Employee`s relationship of employment with the Company.

4.2 Notification to new employer: In case the Employee leaves the employment of the Company, she hereby acknowledges and grants consent to the Company to notify to her new employer about her rights and obligations under this Agreement.

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4.3 Non Solicitation of other employees: The Employee hereby acknowledges and agrees that for a period of 12 (twelve) months immediately following the termination of her relationship with the Company for any reason, whether with or without cause, she shall not either directly or indirectly solicit, induce, recruit or encourage any of the Company`s employees to leave their employment, or take away such employees, or attempt to solicit, induce, recruit, encourage or take away employees of the Company, either for himself or for any other person or entity.

4.4 Notification to the customer: In case the Employee`s employment with the Company is terminated (whether by the Company or by him), or her engagement with a particular customer is terminated or changed by the Company, the Employee hereby acknowledges and agrees that the Company shall be solely responsible for notifying the concerned customer of the Company of the fact, timing, and details of such termination or change.

In addition, in the event that the Employee decides to terminate her employment with the Company, the Employee acknowledges and agrees that she will first notify the Company of her resignation before discussing it with any customer of the Company, and will desist from any such discussions until the Company has had a reasonable period of time to notify its customers of the same.

4.5 Ability to enter into Agreement: The Employee hereby represents and warrants to the Company that she is not a party to or otherwise bound by any agreement that may, in any way, restrict her right or ability to enter into this Agreement or otherwise be employed by the Company. Additionally, the Employee hereby acknowledges and agrees that she will not reveal to the Company, or otherwise utilize in her employment with the Company, any proprietary trade secrets or confidential information of any previous employer.

4.6 Rules and Regulations of the customer and the Company: The Employee acknowledges that during the course of her employment with the Company, she may be deputed on specific project/projects of customers. The Employee hereby agrees that during such deputation she will fully, punctually and to the satisfaction of the Company and such customers comply with all the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters, as may be prescribed by such customers.

The Employee further agrees to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Company and at customer sites. The Employee agrees to adhere to the specific security measures at the customer sites unequivocally and to the satisfaction of the Company and the customers.

4.7 Governing Law: This Agreement shall be governed by the laws of India. The Company and the Employee hereby agrees to the exclusive jurisdiction of the courts in Bangalore, India.

4.8 Waiver: The waiver by the Company of any breach of any term of this Agreement will not prevent the Company from subsequently enforcing that term and it will not be deemed a waiver of any subsequent breach.

4.9 Severability: If any word, phrase or clause of this Agreement is held to be void, illegal or unenforceable, that word, phrase or clause shall be deemed to be severed without affecting the operation of the remainder of this Agreement. All overlapping obligations in this Agreement are intended to operate cumulatively and to bind the parties, subject to the severance of any obligations held to be void, illegal or unenforceable.

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4.10 Interpretation: In this Agreement:
(a) words in the singular include the plural and vice versa; and
(b) a reference to a person includes a reference to a body corporate, unincorporated association, statutory or other authority, partnership or any other entity.

4.11 Cumulative obligations: The Employee`s obligations under this Agreement are in addition to, and do not limit or detract from, any duties or obligations owed by the Employee to the Company under any applicable law, in equity or otherwise.

4.12 Remedies: The Employee hereby agrees that the Company may initiate appropriate legal action against him for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and legal fees.

Employee Signature:

Employee Name: Shikha

Kumari

Acknowledged by Infosys Limited:

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.09 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

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ANNEXURE - IV

LIST OF DOCUMENTS TO BE SUBMITTED AT THE TIME OF JOINING

(a) Class 10 (or equivalent) marks sheet(s);
(b) Class 12 (or equivalent) marks sheet(s);
(c) Graduation marks sheet(s);
(d) Graduation degree certificate/provisional degree certificate;
(e) Post Graduation marks sheet (if applicable);
(f) Relieving letter and experience certificate from all your previous employer (applicable only in case you have been previously employed);

(g) First and last page of the passport (if you don`t have a passport, kindly apply immediately);

(h) Registration Number with the National Skills Registry (also known as ITPIN)/National Skills Registry Card;

(i) Permanent Account Number (`PAN`) Card* (Please note that under the Income Tax Act, 1961, furnishing of PAN to the employer is mandatory).

(j) Passport size photographs

*Your PAN is required for calculating the income tax on your salary. If you fail to provide your PAN, the Company will deduct TDS (tax deducted at source) at higher rates, as per applicable law.

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1608

m16 LABS

Meta16Labs Healthcare and Analytics Pvt Ltd.
8/2 Ulsoor Road, Bangalore - 560042

Date: 08 Jan 2024

To Whomsoever It May Concern

We would like to inform you about the successful completion of the recruitment process at M16Labs Healthcare and Analytics Pvt Ltd. We had the opportunity to interact with a pool of talented students from your esteemed institution, and after careful consideration, we are pleased to announce the selection of the following students for positions within our company:

Sr. No.	Name	Role	Position
1	Mr. Akash Sagar	PM- Client	Employee
2	Ms. Shivani Kanwar Deol	PM- Client	Intern
3	Ms. Vibhuti Chauhan	PM- Client	Intern
4	Mr. Suryaprakash Reddy	PM- Client	Intern
5	Ms. Gurleen Kaur	PM- Research	Intern
6	Dr. Shikha Mehta	PM- Research	Intern
7	Mr. Harsh Bansal	PM- Research	Intern
8	Mr. Ravikant Rathore	LIS Implementation Specialist	Intern

We were impressed with the skills, qualifications, and enthusiasm demonstrated by these students during the interview process. We believe that they will contribute significantly to our team and bring fresh perspectives to our projects.

Terms and Conditions:
To ensure clarity and understanding, please find below the terms and conditions of employment for the selected students:

1. During Dissertation Period:
   - Stipend: Rs. 10,000/-
2. After Dissertation - 3 Month Training/Probation Period:
   - Stipend: Increased to Rs. 18,000/-
3. After Probation Period:
   - Internal assessment will be conducted.
   - Based on the assessment, respective projects and job locations will be provided.
   - Salaries during this period will vary from Rs. 40,000/- to Rs. 60,000/-, depending on the role.
4. Travel Requirements:
   - If travel is required, the company will provide Transportation, Accommodation, and Food.

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1610

MEDICOVER HOSPITALS

Great Place To Work. Certified

07th November 2023

Letter of Intent

Dr. Shivangini Rao,
Durg, Chhattisgarh.

Dr. Shivangini!

Congratulations!

With reference to your application and subsequent interview with us dated **20th October 2023**, we are pleased to offer you the position of **"Management Trainee"** in the Grade **"E1"** department of **Operations** at **Medicover Hospitals, Pune** (A Unit of Sahrudaya Health Care Pvt. Ltd.)

Your remuneration is as mentioned in **Annexure-1**. We would expect you to join on or before **6th May 2024**, beyond which the offer would stand withdrawn, unless a new date is mutually agreed upon, and confirmed in writing.

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

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

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

V. Umamaheswara Rao
V Umamaheswara Rao
Chief Human Resources Officer

I accept the terms and conditions of the offer.
Signature:
Date:

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MEDICOVER HOSPITALS

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Annexure-1 (Confidential)

Offered Salary		
Direct Components	**Per Month**	**Per Annum**
Basic	23534	282408
HRA	9414	112968
Advance Statutory Bonus	600	7200
Medical Allowance	2353	28236
Canteen Allowance	2353	28236
Special Allowance	8814	105768
Final Gross (A)	**47068**	**564816**
PF (B)	**1800**	**21600**
Gratuity (C)	**1132**	**13584**
Cost To Company (A+B+C)	**50000**	**600000**

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

V. Umamaheswara Rao

V Umamaheswara Rao
Chief Human Resources Officer

I accept the terms and conditions of the offer.
Signature:
Date:

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GODREJ MEMORIAL HOSPITAL

COMPASSIONATE CARE FOR ALL
(NABH & NABL Accredited)

1611

Ref.: GMH/HRD/JOBOFFER/24/180

Date: 16th February, 2024

Dr. Shivani Dhamgaye
Plot No. 33, Indora Bhandar Mohalla,
Bezonbagh, Nagpur,
Maharashtra - 440014

Sub.: Job Offer Letter

Dear Dr. Shivani Dhamgaye,

We refer your application dated 25/01/2024 and the subsequent interview you had with us, we are pleased to offer you the position of **Sr. Executive-Marketing** in Management Cadre basis discussed terms.

This offer is valid subject to you joining Godrej Memorial Hospital on or before 01st April, 2024.

A detailed *Appointment Letter* will be issued to you along with a *Statement of Salary Package & Benefits* upon joining.

Kindly note that this offer is valid subject to you being found medically fit and returning good reference check.

Kindly return us the enclosed duplicate copy of this offer letter duly signed by you in token of your confirmation and acceptance of this offer.

We look forward to a long, fulfilling and fruitful association with you.

Yours faithfully,
For Godrej Memorial Hospital

Lt. Col. (Dr.) LC Verma (Retd.)
Chief Executive Officer

ACCEPTANCE

I hereby accept this offer on the terms and condition discussed.

Signature: _____

(Dr. Shivani Dhamgaye)

Anita Thapa

From: *N Satheeshkanna*
Sent: *05 February 2024 10:58*
To: *Anita Thapa*
Subject: *FW: Selections and Offers - Campus Placements - IIHMR University, Jaipur*

From: hrd <hrd@godrejhospital.com>
Sent: Saturday, February 3, 2024 7:04 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Susmit Jain <susmitjain@iihmr.edu.in>; N Satheeshkanna <satheeshkanna@iihmr.edu.in>; ceo <ceo@godrejhospital.com>; gmops <gmops@godrejhospital.com>; Dr.Swapnil Kamble <ms@godrejhospital.com>; hrcareer <hrcareer@godrejhospital.com>; Vandana, Godrej Hospital <hospital@godrej.com>
Subject: Selections and Offers - Campus Placements - IIHMR University, Jaipur

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Respected Dean

Greetings from Godrej Memorial Hospital Mumbai!

Trust this finds you well.

At the outset, let me express my sincere thanks for giving us an opportunity to interact with your students. The Panellists really enjoyed interacting with the candidates as all were outstanding and possessed extra ordinary skillsets which would prove assets to the organisations. This shows the high learning and teaching practices and personalised mentoring being given by the IIHMR faculty.

But as circulated, we have limited openings only, we have decided to go with the following candidates-

1. **Marketing (Sr Executive)-**

1. **Dr Shivani Dhamgaye- Status Selected and Offered**

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2. **Dr Batul Kapasi- Marketing -Status Selected and Offered**

2. **Night Hospital Operations (Sr Executive)-**

1. **Dr Kalpit Bohra- Status Selected and Offered**

2. **Dr Akshat Patel- Status Selected and Offered**

We are pleased to offer a CTC of Rs. 6,00,000 per annum. We can provide shared hostel accommodation on need base.

We look forward to a long and fruitful association with these candidates and IIHMR. Please let us know the expected DoJ.

Thanks & Best Regards,

Aftab Jokhi

Manager – HR | Godrej Memorial Hospital, Pirojshanagar, Vikhroli (E), Mumbai - 79.

Phone: +91 22 6641 7006 | Email: hrd@godrejhospital.com

GODREJ MEMORIAL HOSPITAL
COMPASSIONATE CARE FOR ALL

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1612

m16 LABS

Meta16Labs Healthcare and Analytics Pvt Ltd.
8/2 Ulsoor Road, Bangalore - 560042

Date: 08 Jan 2024

To Whomsoever It May Concern

We would like to inform you about the successful completion of the recruitment process at M16Labs Healthcare and Analytics Pvt Ltd. We had the opportunity to interact with a pool of talented students from your esteemed institution, and after careful consideration, we are pleased to announce the selection of the following students for positions within our company:

Sr. No.	Name	Role	Position
1	Mr. Akash Sagar	PM- Client	Employee
2	Ms. Shivani Kanwar Deol	PM- Client	Intern
3	Ms. Vibhuti Chauhan	PM- Client	Intern
4	Mr. Suryaprakash Reddy	PM- Client	Intern
5	Ms. Gurleen Kaur	PM- Research	Intern
6	Dr. Shikha Mehta	PM- Research	Intern
7	Mr. Harsh Bansal	PM- Research	Intern
8	Mr. Ravikant Rathore	LIS Implementation Specialist	Intern

We were impressed with the skills, qualifications, and enthusiasm demonstrated by these students during the interview process. We believe that they will contribute significantly to our team and bring fresh perspectives to our projects.

Terms and Conditions:
To ensure clarity and understanding, please find below the terms and conditions of employment for the selected students:

1. During Dissertation Period:
   - Stipend: Rs. 10,000/-
2. After Dissertation - 3 Month Training/Probation Period:
   - Stipend: Increased to Rs. 18,000/-
3. After Probation Period:
   - Internal assessment will be conducted.
   - Based on the assessment, respective projects and job locations will be provided.
   - Salaries during this period will vary from Rs. 40,000/- to Rs. 60,000/-, depending on the role.
4. Travel Requirements:
   - If travel is required, the company will provide Transportation, Accommodation, and Food.

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Deloitte.

Deloitte Consulting India Private Limited
Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India

Tel: +91 040 67621000
www.deloitte.com

Jun 28, 2024

Ms. Shivani Nishchay Shelke
51,Raunak Apartment Banerjee Layout, Bhagwan Nagar,
Nagpur, 440027
India

Subject: Offer of Employment

Dear Shivani Nishchay Shelke:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Hyderabad.**

We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **July 29, 2024.**

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 600,000/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs./₹ 100,000/-** subject to your reporting for full-time employment on **July 29, 2024**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **12 months** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") requires their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in **Annexure B**.

Your compensation details are confidential, and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like you to join the Employer on **July 29, 2024**, or an alternative mutually agreed upon date.

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

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In compliance with applicable laws, Deloitte India (Offices of the US) provides its professionals with home pick-up and drop transport services within **pre-defined** boundary if their shift timings are between 8:30 p.m. - 6:00 a.m. in Hyderabad, 9:00 p.m. - 6:00 a.m. in Mumbai, Pune; 7:00 p.m. - 6:00 a.m. in Gurugram, 8:00 p.m. - 6:00 a.m. in Bengaluru, Chennai, and Kolkata.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Shivani Nishchay Shelke, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited
Best regards,

By: DocuSigned by: Pooja Madnani 134330056ACA4B8...
Signature

Authorized Signatory

Acceptance

I, **Shivani Nishchay Shelke**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

S.N Shelke
Signature

29|06|2024.
Date

Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10
Sealed Time: 2024.06.28 08:22:31 -07:00

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Near Sanganer Airport, Jaipur-302029

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Annexure A

Ms. Shivani Nishchay Shelke **Analyst**

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	**17,500**	**210,000**
House Rent Allowance (HRA)	**8,750**	**105,000**
Special Allowance1a & 1b	**11,867**	**142,404**
Leave Travel Allowance2	**1,750**	**21,000**
Differential Allowance	**5,833**	**69,996**
Meal Card3	**2,200**	**26,400**
Employer's contribution to PF	**2,100**	**25,200**
Total Salary (in Rs.)	**50,000**	**600,000**
Variable Bonus*	You are eligible for a performance linked variable bonus. It will be paid out at the end of the fiscal year, as applicable and on the basis of your individual performance and performance of the business	
Medical Insurance Premium4	**3,014**	**36,167**

*The Variable Bonus will vary, primarily based on your individual performance and the performance of the business, during the Employer's fiscal year which is June through May. Your performance will be formally assessed as a part of the Employer Performance Review Cycle Process. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount will vary depending upon the business and individual performance and in some circumstances, could exceed the payout range indicated. The performance of all the employees who have joined the Employer prior to March 1st will be assessed for the fiscal year ending in May. The disbursement of a Variable Bonus, if applicable, is subject to you being active on the rolls of the Employer, during the Annual Incentive Program payout cycle for the fiscal year. For employees joining during the period March 1st to May 30th, a prorated Variable Bonus, if applicable, will be based on the first year-end review ratings in the subsequent year and paid during the Annual Incentive Program payout cycle of that year. The Variable Bonus will not be paid in the event of termination of employment for any reason on or before the disbursement time. The application and interpretation of, and any determinations related to, the Variable Bonus is at the sole discretion of Employer. Employer may amend or terminate the Variable Bonus at any time.

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....

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Annexure A

[1a] All employees may claim tax exemption, subject to tax rules from time to time, from their Special Allowance component, expenses incurred towards communication and Driver / Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a] Communication Expenses	[1b] Fuel Expenses
Employee Level - Analyst	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Driver / Insurance / Repairs & Maintenance*
	Rs./₹ 3,000/- per month	**Rs./₹ 7,500/-** per month

[1a] The internet/telephone/mobile bills should be in the Employee's name.

[1b] For claiming vehicle running expenses (Driver / Fuel / Repairs & Maintenance expenses) the vehicle has to be in the name of the Employee and the current tax rules are as under. The above limits will be applicable for all those who are on company car lease program and the below limits will apply for all those who are on self-owned car. In case of company leased car, taxability would be as per the current perquisite valuation rules.

Nature of Expenses	Own Vehicle -Maximum Tax exemption limit per month		
	4 Wheelers (Engine Capacity)		
	<= 1600 cc	> 1600 cc	Two Wheelers
Fuel & Maintenance	Rs. 1,800	Rs. 2,400	Rs. 900
Driver's Salary	Rs. 900	Rs. 900	Not applicable

All employees at and above **Senior Staff** are eligible for the company car lease program. If you choose to avail of this benefit, the amount towards lease rental will be paid by the firm on your behalf to the leasing company and your compensation structure will be adjusted accordingly. A revised letter with the new compensation structure will be issued that will supersede this letter for all practical purposes.

[2] The Leave Travel Allowance (LTA) will be paid on a monthly basis as an allowance with tax deducted at source. If you choose to avail the tax benefit on LTA, you should submit proof of expenses incurred by you for Self and / your immediate dependents. The taxability or otherwise of LTA will be as per the Income Tax Act 1961, details of which will form part of the LTA Form.

[3] Meal Card amount will be credited at the start of each month and for the first month (For New Hires) prorated amount will be processed as part of payroll. If not collected, it will be processed as a taxable amount with the salary.

[4] Annual Floating Medical Insurance Coverage for self and **6 dependents** is being paid by the Employer on your behalf. The premium amount is subject to change every year post renewal of insurance policy. In case you opt for an enhancement of the coverage limit, the additional premium will be adjusted accordingly from the special allowance.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

You may also be eligible to either a One-time Stipend or a temporary lodging basis joining the registered office location, you will receive a survey from Deloitte prior to your joining.

You may select the best option for availing the relocation assistance. If an employee who has availed this reimbursement decides to quit within 18 months from the date of relocation claim for whatever reason, the relocation reimbursement paid to the employee will be recovered in full, from the employee's full and final settlement.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

Original bills towards the above components should be submitted during the Income Tax fiscal period evidencing the expenditure to get Income Tax exemption, failing which the same will attract applicable Income Tax.

Submission of false, tampered or altered bills as proof of expense for any of the above components will result in disciplinary action including termination of employment.

Your compensation above is subject to income tax deduction per rules and guidelines prescribed under the prevailing tax laws. This may change from time to time in line with the amendments done in tax laws.

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Deloitte.

Shivani Nishchay Shelke **Hyderabad**

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement ("Employment Agreement")

In consideration of my employment by **Deloitte Consulting India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office **Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India** (the "Employer") as **Analyst** and other valuable consideration, I acknowledge and agree that:

PRELIMINARY MATTERS

1. Defined Terms. The italicized terms in this agreement (the "Employment Agreement") are defined in **Exhibit A** hereto.

2. *Pre-existing Agreements or Arrangements.* I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Agreements or Arrangements*. The Employer expects me to abide by all restrictions or obligations that are contained in such Pre-existing Agreements or Arrangements and to avoid involvement, while employed by the Employer, in any matter that could pose a conflict as a result of confidential information or intellectual property obtained by me prior to my *Employment*. I further represent that none of these restrictions or obligations, including those set forth in any non-compete agreements with prior employers, is inconsistent with my acceptance of the Employer's offer of *Employment* or my becoming, and serving as, **Analyst** of the Employer. To the extent applicable and if I am joining the Employer after having served as an employee or official of the United States Government, I further represent that: (1) I have disclosed my prior participation, if any, in any discussions or negotiations with, or decisions to award contracts to, the Deloitte U.S. Firms while I was employed by the United States Government; and (2) I had either recused myself or had not played an active role in the applicable United States Government agency's decision to award any contracts to the Deloitte U.S. Firms while I was employed by the United States Government.

PROTECTION OF OUR BUSINESS

3. Reporting of *Proceedings*. Except as provided by law and except as I have disclosed in writing on **Exhibit C** to this Agreement, I represent and warrant that I have no *Proceedings* to report. Should I become a subject of any *Proceedings* during my association with the Employer, I agree to immediately report, in writing, all relevant facts to the Chief Talent Officer of Deloitte LLP, the Regional Talent Director of the Employer, and the Chief Ethics and Compliance Officer of Deloitte LLP. I understand that my responses are subject to audit and review by the Employer and others in accordance with applicable professional, ethical, legal, or Employer requirements, rules, regulations, policies, or practices, or other requests.

4. Confidentiality. I acknowledge that, by virtue of my *Employment*, I will acquire and be exposed to, have access to, make use of and/or create *Confidential Information*. Therefore, I agree to hold in trust and confidence all such *Confidential Information*. I will neither disclose any such *Confidential Information* to anyone outside a *Deloitte Entity* without the prior written approval of an *Authorized Signatory*, except as required by my authorized duties for the Employer, nor use any such *Confidential Information* for any purpose other than for the benefit of a *Deloitte Entity*.

5. Third Party Information and Property. I agree that during my *Employment*, I shall not use or disclose any confidential information or intellectual property of any former employer or other person or entity without the prior written authorization of such employer, person or entity and the prior written consent of an *Authorized Signatory*. If I were to use or disclose any such Confidential Information or Intellectual Property without prior consent, and any of the *Deloitte Entities* become the subject of any claim from a third party regarding such unauthorized use or disclosure, I agree to hold harmless and indemnify the *Deloitte Entities* for any legal defense costs and/or damages related to any such claim.

6. Authorization. Only employees of the Employer holding a senior or managerial position with the Employer will be authorized by a specific authorization, delegation, or power of attorney to sign legal documents, representing the Employer. Similarly, only such authorized employees of the Employer may speak about the Employer, the business and plans, various client-related projects etc.

7. Competing Activities and Conflict of Interest. During the period of my *Employment* I will not, directly or indirectly, participate in or in any way render services or assistance to any business that is or may be competitive with a *Deloitte Entity*, whether or not for compensation, or engage in any conduct which might result in, or create the appearance of using my position for private gain or other than for the benefit of a *Deloitte Entity*, or otherwise create a conflict, or the appearance of a conflict, of interest with a *Deloitte Entity*. Such conduct shall include, but not be limited to, having an undisclosed financial interest in any vendor or supplier of a *Deloitte Entity*, accepting payments of any kind or gifts other than of a nominal value from vendors, clients or suppliers, or having an undisclosed relationship with a family member or other individual who is employed or associated with any entity in active or potential competition with a *Deloitte Entity*, and which creates a conflict of interest. I

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represent and warrant that I am not currently aware of any present or past violation of this provision.

8. *Authorization to Access Systems and Electronic Communications and use of Deloitte Property.* I understand that while employed with a *Deloitte Entity*, I will use and have access to the Systems. I also acknowledge that a *Deloitte Entity* has the right at any time to access, retrieve, delete, monitor, examine, use and/or disclose my Electronic Communications and information from (or about) me and the content, without notice to me, and that such *Electronic Communications* are considered part of a *Deloitte Entity's* business and client records and are not to be considered private or personal to me or any other *Personnel*. I further acknowledge that this right extends to *Electronic Communications* transmitted for either a business or personal purpose.

I agree that I am authorized to access the *Systems* only for approved business purposes and occasional personal use if such use does not interfere with my work responsibilities and other required business activities, business operations, or *Systems* performance. However, I also acknowledge that such occasional personal use does not create an expectation of privacy as to any of my personal *Electronic Communications* and, as such, are *Deloitte Property*.

I further acknowledge that I am not authorized to use the *Systems* for personal gain or any illegal or unethical use. I agree that under no circumstances am I authorized to access any of the *Systems* for the purpose of obtaining *Deloitte Property* for a competitor of a *Deloitte Entity*, transmitting *Deloitte Property* to me (e.g., emailing *Confidential Information* to my personal email address) or to a third party for purposes other than furthering the business objectives of a *Deloitte Entity*. I am not authorized to download a *Deloitte Entity's Confidential Information* or other *Deloitte Property* to removable media such as a CD Rom, disk or thumb drive other than as authorized for furthering the business objectives of a *Deloitte Entity*.

I will be responsible for the safe keeping and return in good condition and order of all the *Deloitte Property* that may be in my use, custody, care or charge. For the loss of any *Deloitte Property* in my possession or custody or for which I have been assigned responsibility, the Employer will have a right to assess on its own basis and recover from me, the damages in respect of such materials (out of the amounts due to me or otherwise) and to take such other legal action as it deems appropriate including termination of my employment without notice or payment in lieu thereof in the event of my failure to account for such material or property to its satisfaction.

9. *Security.* I am provided with a worktable and lockable storage space. I will ensure they are locked when unattended and understand that a duplicate key will only be provided if I sign for it. I am required to display my identity card to the appropriate security personnel on demand and at all times within the office premises.

10. Ownership of *Works*.

a. I agree that the Employer owns all rights, title and interest in and to all *Works*.

b. I agree that all *Works* are deemed works made for hire under India copyright or applicable laws or equivalent laws of any applicable foreign jurisdiction, and all *Intellectual Property Rights* therein vest automatically in the Employer upon creation of the *Works*. I agree that, to the extent any *Work* is held not to be a work made for hire, I hereby irrevocably assign all *Intellectual Property Rights* in the *Work* to the Employer. Notwithstanding anything contained in Section 19(4) of the Indian Copyright Act, 1957, I agree that such assignment shall continue to be in force for perpetuity irrespective of whether or not the Employer exercises its rights as the assignee for any period of time.

c. I will at all times, even after termination of my *Employment*, do whatever the Employer reasonably requests of me, at the Employer's expense, to document the assignment of any *Works* to the Employer or to assist the Employer in pursuing, renewing, extending or assigning any *Intellectual Property Rights*, and otherwise perfecting, protecting and enforcing said *Intellectual Property Rights* in, any *Works*. I agree that, as between me and the Employer, the Employer shall be the sole author, inventor, and owner of all such *Works* and *Intellectual Property Rights* therein throughout the world, and that the Employer shall have the sole right to seek copyright registrations, patents or trademark registrations, including all extensions and renewals thereof. I also hereby agree that I waive all moral rights in any *Works*.

I also agree to assign all my right, title and interest in and to any particular *Works* to a third party as directed by the Employer.

In the event the Employer is unable for any reason, after reasonable effort, to secure my signature on any document needed in connection with the actions specified in the preceding paragraphs, I hereby irrevocably designate and appoint the Employer and its duly authorized officers and agents as my agent and attorney in fact, which appointment is coupled with an interest, to act for and in my behalf to execute, verify and file any such documents and to do all other lawfully permitted acts to further the purposes of the preceding paragraphs with the same legal force and effect as if executed by me. I hereby waive any and all claims, of any nature whatsoever, which I now or may hereafter have for infringement of any *Works* assigned hereunder to the Employer.

d. During a 12 month period after termination of my *Employment*, I agree that any *Intellectual Property* I create or conceive that results from and is related to any work assigned to or performed by me for the Employer, or that was created using *Deloitte Property*, is a *Work* that is subject to Paragraph 10 (b) above. For purposes of clarification, the foregoing provision is in addition to, and not in limitation of, any rights and remedies the Employer may have under the applicable laws protecting *Intellectual Property* of the *Deloitte Entities*.

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e. I agree to keep and maintain adequate and current records (in the form of notes, sketches, drawings and in any other form that may be required by the Employer) of all *Works* developed by me during the period of my employment with the Employer, which records shall be available to and remain the sole property of the Employer at all times.

11. *Pre-existing Creations*; *Personal Creations*. My obligations in Paragraph 10 do not apply to *Pre-existing Creations* and *Personal Creations*. I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Creations*. I acknowledge and agree that I will not assert any ownership rights against the *Deloitte Entities*, or their respective clients, with respect to any *Pre-existing Creations* unless they appear on **Exhibit B,** and **Exhibit B** has been accepted and agreed to by an *Authorized Signatory* who has signed at the bottom of such **Exhibit B**. I further agree that I shall not use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment* without the prior written consent of an *Authorized Signatory*. To the extent that I use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment*, I agree that, except as otherwise provided in a written agreement executed by me and the Employer, I hereby grant to the Employer an irrevocable, royalty free, perpetual, fully paid up, transferable, sub-licensable license to use, reproduce, distribute, display, perform, modify and create derivative works of and otherwise exploit such *Pre-existing Creations* or *Personal Creations* for any purpose including, but not limited to, client engagements.

12. Post- *Employment* Restrictions re: Clients. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or serving of certain clients related to my work for a *Deloitte Entity* would necessarily involve the unauthorized use or disclosure of *Confidential Information*, and the proprietary relationships and goodwill of the *Deloitte Entities*, and, in the case of my serving of certain clients, could compromise the full compliance of the Employer or another *Deloitte Entity* with the applicable laws, rules and regulations of a U.S. or India regulatory body or other independence-related requirement of a regulatory body. Accordingly, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post- *Employment* Restrictions re: Clients. I understand that the obligations of Paragraph 12 will not apply for a period of three (3) years after my start date or the date of my promotion or transfer to clients of a *Deloitte Entity* and/or certain specified kinds of services rendered to such clients that meet all of the following criteria: (a) are personal clients of mine who came to a *Deloitte Entity* solely to avail themselves of certain specified kinds of services rendered by me and only as a result of my own independent recruitment efforts, which a *Deloitte Entity* neither subsidized nor otherwise financially supported as part of a program of client development, (b) are listed on **Exhibit D** expressly by name with respect to client and with sufficient specificity with respect to the kinds of service(s) that I will be permitted to render, and (c) are accepted and agreed to as to their listing on **Exhibit D** by an *Authorized Signatory* who has signed at the bottom of such Exhibit. I agree that after a period of three (3) years from my start date or the date of my promotion or transfer the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on **Exhibit D** to support the application of the obligations of Paragraph 12 to those clients.

14. Future Employment with Clients. Except as otherwise provided herein, I understand that I am not prohibited from accepting employment with a client (or an affiliate of such client) of a *Deloitte Entity*. Before entering into substantive discussions with an *Attest Client* regarding any employment opportunity, I acknowledge and agree that during my *Employment* and for five years thereafter I must first notify *Independence* and obtain prior written approval from *Independence*. I acknowledge and understand that it is the intent of the Employer to interpret and apply this provision (a) in an effort to ensure the full compliance of the *Deloitte Entities* with applicable U.S. and India laws, rules, and regulations; (b) to serve the public interest; and (c) to protect the legitimate interests of the *Deloitte Entities* or their respective *Attest Clients* under applicable U.S. or India laws, rules and regulations in a manner that is no greater than is reasonably necessary to protect such interests and without being unduly harsh and oppressive to me and my interests in future employment with an *Attest Client*. Further, I acknowledge and agree that because of, among other things, the importance of the *Deloitte Entities* remaining in compliance with applicable independence rules, such approval may be withheld by *Independence* in the event that my employment with an *Attest Client* would, in the view of Deloitte LLP, be inconsistent with applicable laws, rules and regulations or jeopardize the independence of a *Deloitte Entity* with respect to such *Attest Client*.

15. Restrictions re: *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or of any of its *Personnel* or contractors of the *Deloitte Entities*, or my participation in their hiring, admission or retention, would necessarily involve the unauthorized use or disclosure of *Confidential Information* or the proprietary relationships and goodwill of the *Deloitte Entities*. Accordingly, during my *Employment* and for one year thereafter, I will not, directly or indirectly, (a) solicit or attempt to solicit, or participate in the solicitation of or any attempt to solicit any *Personnel* to leave a *Deloitte Entity*, or to join any firm or business with which I may be or become affiliated;(b) participate in the hiring or admission of any *Personnel*; or (c) cause a contractor of a *Deloitte Entity* to cease providing services to, with, or on behalf of the *Deloitte Entity*.

16. Post- *Employment* Restrictions re: *Deloitte Property*. Upon termination of my *Employment*: (a) I will not use or disclose *Deloitte Property*, including, but not limited to, *Confidential Information* and *Works*, for any purpose; (b) I will not retain or take with me any *Deloitte Property*; (c) I will immediately deliver to a *Deloitte Entity* at any location that it designates, at my expense, within one business day after the termination of my *Employment* or on an alternate date designated by a *Deloitte Entity*, any *Deloitte Property* that I may then or thereafter hold or control; and (d)I agree to allow a *Deloitte Entity* to inspect

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any of my personal or home computers, including smart phones, tablet computers, or any device, media or location capable of storing electronic data, to determine whether any *Deloitte Property* resides on such computers and to permit a Deloitte Entity to remove such *Deloitte Property*.

OTHER POST- *EMPLOYMENT* OBLIGATIONS

17. Transition of Work and Cooperation. Upon termination of my *Employment* for any reason, I will cooperate with a *Deloitte Entity* in all matters relating to the completion of pending work and its orderly transfer. I will also cooperate fully with a *Deloitte Entity* in connection with any threat of or actual legal proceeding against a *Deloitte Entity* or any client, customer or licenser of a *Deloitte Entity* arising out of any matter with or of which I had contact or knowledge during my *Employment*.

18. Notification of Post- *Employment* Obligations. I agree that prior to accepting employment or affiliation with another firm or business I will advise such firm or business of my duties and obligations under this Employment Agreement. After my *Employment* ends, I agree that a *Deloitte Entity* shall be permitted to advise any firm or business with which I have accepted an offer of employment or affiliation concerning my duties and obligations under this Employment Agreement.

19. Certification. I agree that during or after my *Employment* I will, if requested, provide written certification in such form as the Employer may require that I have complied with my obligations hereunder, including, without limitation, those obligations set forth in Paragraphs 4, 5, 7, 8, 9, 10, 11, 12, 14, 15 and 16 of this Agreement.

OUR ENFORCEMENT RIGHTS AND REMEDIES IN THE EVENT OF A BREACH

20. Equitable Relief and Attorney's Fees. I acknowledge and agree that a breach of this Employment Agreement, including, but not limited to, a breach of my duties and obligations under the terms and conditions of Paragraphs 4, 5, 7, 8, 9, 10, 12, 14, 15 or 16 would cause irreparable harm to the *Deloitte Entities* and that, in addition to other remedies, the Employer on behalf of itself or another *Deloitte Entity* is entitled to a temporary restraining order, an injunction or other equitable relief to prevent any such breach. I also acknowledge that, to the extent permitted by law, a *Deloitte Entity* will be entitled to the payment of the *Deloitte Entities'* reasonable costs and attorney's fees incurred in enforcing this Employment Agreement. I also acknowledge that, to the extent permitted by law, the Employer may request that a court extend the one year period following the termination of my *Employment*, as provided in Paragraphs 12 and 15, to correspond with the period that I participated in activities prohibited by Paragraphs 12 and 15.

21. Liquidated Damages: Client Fees. I agree that in the event of a breach under Paragraph 12, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtima, bonuses, and sales incentives, received by any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, I agree that in the event of a breach under Paragraph 15, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtime, bonuses, and sales incentives, received by or owed to any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.

23. Right of Inspection. I agree to permit the Employer (or to use my best efforts to enable the Employer) to inspect my books and records (and the books and records of any entity which employs or is associated or affiliated with me), upon request and at reasonable times, to enable the Employer to confirm the calculations described above and to verify compliance with Paragraphs 12 and 15. The Employer shall keep confidential any proprietary information obtained, except as may be necessary or desirable to enable the Employer to enforce its rights under this Employment Agreement and except as may be required by any statute, court or administrative order to decree or government ruling or regulation.

MISCELLANEOUS

24. Governing Law; Choice of Forum. This Employment Agreement is deemed to have been executed in the Employer's office in **Hyderabad, Telangana, India** and will be construed and governed in accordance with the laws of the Republic of India without regard to its conflicts-of-law principles. You agree to submit to jurisdiction before any court of record in which the Employer's office to which you were assigned is located, or in which a breach of this Employment Agreement may occur, at the election of the Employer, and you waive any right to raise questions of personal jurisdiction or venue in any action the Employer may bring against you in any such court. You further agree to accept service of process/summons/legal notice from the Employer when that process/summons/legal notice is either sent to your last known address by certified mail or served by any other means permitted under the law of the jurisdiction in which the Employer may bring an action against you.

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25. Modifications. My obligations hereunder may not be changed or modified, released, discharged, abandoned or terminated, in whole or in part, except by an instrument in writing signed by an *Authorized Signatory*.

26. Severability. Every provision of this Employment Agreement is intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such term or provision will be enforced to the maximum extent permitted by law and, in any event, such illegality or invalidity shall not affect the validity of the remainder of the Employment Agreement.

27. Blue-Penciling. If any court determines that any provision of this Employment Agreement, or any part hereof, or the application of any such provision, or any part hereof, to any person or circumstance is unenforceable or void, such court shall have the power to modify such provision, or any part hereof, to the extent necessary to render it legal and enforceable while preserving its intent, or if such modification is not possible, by substituting therefore another provision that is legal and enforceable and that achieves the same objective.

28. Waiver. None of my obligations under this Employment Agreement shall be deemed to have been waived by the Employer except if the giving of such waiver is contained in a written notice given to me and no such waiver shall be deemed to be a waiver of any other or further obligation I have under this Employment Agreement.

29. Entire Agreement. This Employment Agreement, the Employer's employment application, the Terms and Conditions of Service issued pursuant to the offer of employment and any documentation employing me or transferring me to the Employer, contain the entire understanding between me and the Employer or any other *Deloitte Entity* with respect to the subject matter hereof and supersedes all prior representations, warranties, and agreements with respect to such subject matter, and no representations, warranties or other covenants exist with respect to such subject matter that are not contained or expressly referred to herein. Notwithstanding the foregoing, any written agreement between a *Deloitte Entity* and me with respect to the subject matter hereof that was signed by me prior to the effective date of this Employment Agreement shall remain valid and enforceable according to the terms of such agreement with respect to all acts and omissions occurring prior to the effective date of this Employment Agreement. In the event of a conflict between this Employment Agreement and the employment application or any other document purporting to set forth terms and conditions of my *Employment*, this Employment Agreement will control.

30. Transfer and Assignment. Unless as the Employer shall otherwise determine, the rights, obligations and benefits of the Employer under this Employment Agreement, including but not limited to those rights and benefits relating to my post-Employment obligations set forth in this Paragraph 30 and in Paragraphs 4, 5, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19 and 23 above, are transferred and assigned, in whole or in part (as the Employer shall determine) and without the need for my consent or the formality of documentation or prescribed processes, to (a) any *Deloitte Entity* in connection with my transfer to that *Deloitte Entity* or (b) any entity that acquires all or a part of the assets or business of the Employer. All provisions of this Employment Agreement shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, representatives, successors, and assigns of the Employer and me, and any *Deloitte Entity* to which I may be transferred during my *Employment*, provided, however, none of my duties or obligations under this Employment Agreement may be assigned or transferred by me to any other person or entity without the Employer's prior written approval of such assignment or transfer. Any purported assignments in violation of this Paragraph 30 shall be null and void.

31. Headings. The headings contained in this Employment Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Employment Agreement.

I have read the foregoing, understand it, and agree to comply with its terms.

DocuSigned by
For Deloitte Consulting India Private Limited
Pooja Madnani
134330056ACA4B8
Pooja Madnani
Talent

Authorized Signatory

Effective as of **July 29, 2024**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

S.N. Shelke

Signature

Shivani Nishchay Shelke

Name

Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10
Sealed Time: 2024.06.28 08:22:31 -07:00

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EXHIBIT A

The definitions below apply to the italicized terms that appear in the Employment Agreement (including the exhibits):

Attest Client - attest client (or an affiliate of such client) of Deloitte & Touche LLP or a *Deloitte Entity*.

Authorized Signatory - a director, officer or other person who is authorized to sign on behalf of a *Deloitte Entity*.

Confidential Information - any information not generally known to the public, in any *Form*, that (1) relates to the operation of a *Deloitte Entity* or provides the *Deloitte Entities* with a competitive advantage, (2) consists of Personally Identifiable Information ("PII") or other personal information about *Personnel*, client and other third party personnel, independent contractors, subcontractors, agents, vendors, suppliers or others which the Employer or another *Deloitte Entity* receives in the course of business, and (3) all other information entrusted to the Employer or another *Deloitte Entity* by clients and other third parties. *Confidential Information* includes, but is not limited to, *Intellectual Property*, supplier information, designs, business or marketing plans, forecasts and financial information, tax returns, tax identification numbers, agreements, client or prospective client lists, specific information about clients or prospective clients such as preferences for specific products and services, client or prospective client needs based on financial history and past purchases of services, client or prospective client development plans, specific rates charged to a client or offered to a prospective client and other business or client records. *Confidential Information* also includes, but is not limited to, debit or credit card information, employment applications, organization charts, performance ratings and other personnel records.

Deloitte Entity - the Employer, Deloitte LLP, and any corporation, company, partnership, limited liability company or other entity (a) that (i) is owned, directly or indirectly, in whole or in part, by Deloitte LLP (the "Deloitte U.S. Firms"), including but not limited to Deloitte LLP subsidiaries in India, the Deloitte Touche Tohmatsu verein, Deloitte Global Services Limited, Deloitte Global Services Holdings Limited, Deloitte Touche Tohmatsu Limited ("DTTL") or any member firm of DTTL or affiliate thereof (collectively, the "DTTL Member Firms") or (ii) controls, is controlled by or is under common control with any of the entities listed in clause (i), or (b) in which any *Personnel* participated on its behalf, or carried out any duties with respect to its affairs. For purposes of this Employment Agreement, the term "control" (including the terms "controlled by" and "under common control with") means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a person or entity, whether through the ownership of voting securities, by contract, or otherwise.

Deloitte Property - *Confidential Information*, *Systems*, equipment, debit and credit cards issued in connection with my *Employment*, furniture, facilities and any and all other materials owned, licensed or leased by a *Deloitte Entity*, including, without limitation, computerized or electronic information and all copies thereof in any form or media, created by, furnished to, obtained by or prepared by me in the course of my employment in any capacity.

Deloitte India (Offices of the US) - The following companies shall be deemed to be the affiliates of each other and are collectively referred to as Deloitte India (Offices of the US): (i) Deloitte Consulting India Private Limited (ii) Deloitte Tax Services India Private Limited (iii) Deloitte Support Services India Private Limited (iv) Deloitte Financial Advisory Services India Private Limited and (v) Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited.

Electronic Communications - all text, audio, video, images, information, data, files and attachments created, displayed, sent, received, posted, accessed or stored, whether deleted or not, by means of the *Systems*.

Employment - the nature of my relationship with the Employer or a *Deloitte Entity* pursuant to this Employment Agreement. Alternatively, and depending on context, *Employment* is the period of time during which this relationship persists.

Form - paper, computer disc, USB drive, website; any other tangible or electronic medium by which information may be stored or accessed; and human memory.

Independence - National Office (Independence) of Deloitte LLP.

Intellectual Property - works of authorship (including, without limitation, books, articles, data compilations, software and other copyrightable materials), materials, patents, inventions, designs, techniques, methodologies, processes, discoveries, know-how, ideas, trade secrets, moral rights, trademarks and other indicia of origin together with the goodwill therein, and all patent applications, copyright and trademark applications and registrations, and extensions and renewals thereof, throughout the world.

Intellectual Property Rights - all rights, title and interest in Intellectual Property.

PCAOB - the United States Public Company Accounting Oversight Board.

Personal Creations - *Intellectual Property* that meet all of the following criteria: (1) it is conceived, developed, and created by me on my own time without using *Deloitte Property* or *Personnel* (during work hours), facilities, *Confidential Information* or *Works* of a *Deloitte Entity*, (2) it is unrelated to the actual or reasonably anticipated business or research and development of a

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Deloitte Entity, and (3) it does not result from any work performed by me and the*Personnel* (during work hours) for a *Deloitte Entity*.

Personnel - partners, principals, members, officers and employees of a *Deloitte Entity*.

PII - information (excluding business contact information such as an individual's name and one or more of the following: organization name, organizational title, organizational role, business address, business telephone number (including business cell phone number and business email address) relating to an identified or identifiable natural person. An identifiable natural person is a natural person who can be identified, directly or indirectly, by reference to an identification number or factors specific to his or her physical, physiological, mental, economic, cultural or social identity. Set forth below is a non-exclusive list of information that constitutes PII when such information relates to an identified or identifiable natural person:

- Account number (bank account, credit card, etc.)
- Address
- Biometric identifier
- Certificate or license number
- Date of birth
- Government identifiers (such as PAN)
- Name*
- Personnel Number
- Photograph or video identifiable to an individual
- Vehicle identifier or serial number
- Other information related to an individual that may directly or indirectly identify that individual (e.g., salary, performance rating, purchase history, call history, etc.)

* Note: When an individual's name is used with PII that is not business contact information, it is included in the definition of PII.

Pre-existing Agreements or Arrangements - agreements or arrangements that (1) relate to any*Pre-existing Creations*; or (2) may affect my ability to comply with the requirements of this Employment Agreement, including all contractual and other restrictions or obligations with other parties, including any post-employment restrictions and required notifications to the extent applicable under 18 United Stated Code §207, CFR 3.104-4, and India laws, rules and regulations that may or will impose limitations on my professional activities during my *Employment* (such as any non-compete agreements with prior employers and the one-year ban on lobbying contacts).

Pre-existing Creations - any *Intellectual Property* and *Intellectual Property Rights* that were developed or created by me, alone or with others, or otherwise acquired by me, before the period of my employment in any capacity with the Employer, in which I claim any ownership or right.

Proceedings - past or pending (1) actual or threatened claims or complaints of, or arising out of service to, present or former clients, (2) regulatory, self-regulatory, disciplinary, administrative, civil or criminal investigations, inquiries, charges, complaints, actions, sanctions, alternative dispute resolution proceedings, other proceedings or matters (other than criminal proceedings which relate solely to the operation of a motor vehicle) of any kind or nature, in India or any other jurisdiction, against me, including criminal proceedings arising out of my provision of professional services, proceedings brought by a professional association, or proceedings involving the Securities and Exchange Board of India, United States Securities and Exchange Commission or the PCAOB, other professional bodies like the Institute of Chartered Accountants of India or (3) matters of any kind or nature which could adversely affect my association with the Employer or my ability to perform my duties or responsibilities to the Employer, whether set forth in this Employment Agreement or otherwise, or my registration with or licensure by any governmental, quasi-governmental, or other regulatory agency, body or entity, in or outside the United States or India.

Systems - the communications systems or any part of such systems that a*Deloitte Entity* owns, licenses or operates and approves for use, including, but not limited to, e-mail, text messaging, Lotus Notes, Deloitte Online (eRoom), Instant messaging, local area network, wide area network, Intranet (e.g., DeloitteNet, D Street), Internet, extranet, collaborative tools (e.g., blogs, wikis, etc.), laptop and desktop computers, servers, air cards, Personal Digital Assistants, cell phones, telephones and voicemail.

Works - all *Intellectual Property*, in any *Form*, created by me, alone or with others, during the period of my*Employment* that (1) is created within the scope of my *Employment*; (2) relates in any manner to the actual or anticipated business, research, or development of a *Deloitte Entity*; (3) results from any work assigned to or performed by me, alone or with others, for the Employer; or (4) is created with the use of *Deloitte Property*.

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EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the *Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

Yes, I do have *Pre-existing Creations, Pre-existing Agreements or Arrangements*

No, I do not have *Pre-existing Creations, Pre-existing Agreements or Arrangements*

Title	**Date**	**Brief Description**

S.N.Shelke
Signature

29/06/2024
Date

Shivani Nishchay Shelke
Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Consulting India Private Limited

DocuSigned by:
Pooja Madnani
1243300568AC4488

Pooja Madnani
Talent

Its: *Authorized Signatory*

Jun 28, 2024
Date

Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10
Sealed Time: 2024 06 28 08 22 31 -07 00

An *Authorized Signatory's* signature is required only if Pre-existing Creations or *Pre-existing Agreements* or *Arrangements* are listed pursuant to Paragraphs 2 and 11 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment made in light of Paragraph 2 that Pre-existing *Creations*, if any, are described and explained in sufficient detail so that the likelihood of confusion between the employee's *Pre-existing Creations* and the Intellectual *Property* of a *Deloitte Entity* can be avoided or minimized in the future and further indicates that the *Pre-existing Agreements* or *Arrangements* have been obtained and reviewed and that the *Authorized Signatory* is satisfied that such *Pre-existing Agreements* or *Arrangements* will not interfere with the employee's ability to comply with the requirements of this Employment Agreement.

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Anita Thapa

From: *Vinod Tejwani*
Sent: *07 December 2023 11:23*
To: *Anita Thapa*
Subject: *FW: Selected Candidates Status - Invitation for Campus Engagement- IIHMR University, Jaipur*

With Regards,

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

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From: Rahul Khandelwal <rahul.khandelwal@fortishealthcare.com>
Sent: Monday, November 20, 2023 5:50 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Ravi Ranjan Kumar Ravi <ravi.ranjan@fortishealthcare.com>
Subject: Selected Candidates Status - Invitation for Campus Engagement- IIHMR University, Jaipur

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Dear Vinod,

Please find the below final selected candidates , their offer letters will be shared soon –

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		During Dissertation		Post Submission of Degree	
Name of an Employee	**Unit Name**	**Designation**	**Stipend P.M.**	**Designation**	**CTC (PA)**
Dr. Hitendra Baro	FMRI	Management Trainee	30,000	Assistant Manager	480,000

Dr. Rajat Dewan	FMRI	Management Trainee	30,000	Assistant Medical Superintendent	1,200,000
Dr. Nitika Yadav	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Ms. Isha Singh	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Dr. Rishabh Yadav	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Medical Superintendent	1,200,000
Ms. Ruby Gautam	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Dr. Shivani Salar	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000
Ms. Shalini Nandi	Fortis Hospital Manesar	Management Trainee	30,000	Assistant Manager	480,000

CTC includes all retirals and benefits. Tax applicability will be there as per the laws.

Please confirm their tentative joining for Offer letter generation.

Regards,
Rahul Khandelwal

From: Rahul Khandelwal
Sent: Tuesday, November 7, 2023 10:18 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Subject: RE: Invitation for Campus Engagement- IIHMR University, Jaipur

Dear Vinod,

Please find the attached Group Composition for GD round.

Regards,
Rahul Khandelwal

From: Rahul Khandelwal
Sent: Saturday, November 4, 2023 12:36 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Subject: RE: Invitation for Campus Engagement- IIHMR University, Jaipur

Dear Vinod,

Registrar
The IIHMR University
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Near Sanganer Airport, Jaipur-302029

Placements

From: *Monika Priyadarshini /CORP PPD <monikap@cloudninecare.com>*
Sent: *29 January 2024 16:03*
To: *Vinod Tejwani; N Satheeshkanna*
Cc: *Sofia Joseph /CORP*
Subject: *RE: Selection List - Cloudnine Group of Hospitals*

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Hi Mr Vinod,

As discussed, Internship letters are shared with Janhavi, Ayushi & Sherya to join us from 05-Feb-24.

HR Internship stipend – 23500/-pm
Upon completion of MBA for HR selects – 6LPA CTC

8 Operations selects – 7LPA CTC
Please confirm the DOJ to mention in their offer letters.

Regards,

Monika on Cloudnine

People Department

+91 7338699984
www.cloudninecare.com

Bengaluru • Chennai • Pune • Mumbai • Navi Mumbai • Chandigarh • Gurugram • Noida

INDIA'S LEADING CHAIN OF MOTHER & CHILD CARE HOSPITALS

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From: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Sent: 08 January 2024 3:22 PM
To: Monika Priyadarshini /CORP PPD <monikap@cloudninecare.com>; N Satheeshkanna <satheeshkanna@iihmr.edu.in>

Cc: Sofia Joseph /CORP <sofia@cloudninecare.com>; Arushi Joshi /OAR OPS <arushij@cloudninecare.com>; Tridip Chatterjee /CORP PHM <tridipc@cloudninecare.com>; Sneha Kuruvilla /SKR OPS <drsnehaa@cloudninecare.com>; Niyati Talwar /EDH PHM <niyatit@cloudninecare.com>; Ekta Agarwal <ektaa@cloudninecare.com>
Subject: RE: Selection List - Cloudnine Group of Hospitals

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Dear Ms. Monika,

At the outset let me thank you and team Cloudnine care for recruiting talent from IIHMR University Jaipur.

I am sure that the selected students will be at par with their performance and will add on to the growth of Cloudnine.

Cloudnine Hospital- Students' Documents

Cloudnine Hospital_Document Submission

Please also do let us know the Interview schedule for Mr. Anunay Maithani.

- Mr Anunay Maithani – Mktg & Ops – Final Interview on Monday (link & time will be confirmed shortly)
- Ms Ayushi Agarwal – HR - Final Interview on Tuesday (calendar blocked)
- Ms Janhavi Pisat – HR- Final Interview on Tuesday (calendar blocked)
- Ms Shreya Dey – HR- Final Interview on Tuesday (calendar blocked)

With Regards,

IIHMR UNIVERSITY

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

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---

From: Monika Priyadarshini /CORP PPD <monikap@cloudninecare.com>
Sent: Saturday, January 6, 2024 2:31 PM
To: N Satheeshkanna <satheeshkanna@iihmr.edu.in>; Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Sofia Joseph /CORP <sofia@cloudninecare.com>; Arushi Joshi /OAR OPS <arushij@cloudninecare.com>; Tridip Chatterjee /CORP PHM <tridipc@cloudninecare.com>; Sneha Kuruvilla /SKR OPS <drsnehaa@cloudninecare.com>; Niyati Talwar /EDH PHM <niyatit@cloudninecare.com>; Ekta Agarwal <ektaa@cloudninecare.com>
Subject: Selection List - Cloudnine Group of Hospitals
Importance: High

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Dear Mr Vinod/Mr Satheesh,

Registrar
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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

As per our Interviews on 05-Jan-24 & 06-Jan-24, following are the selected list of students. Please help us with the documents as mentioned below to close the offer –

Sl No	Name	Department
1	Dr Swarandeep Kaur	Operations
2	Mr Siddharth Sharma	Operations
3	Dr Trisha Sharma	Operations
4	Dr Akankhya Jena	Operations
5	Dr Richa Gupta	Operations
6	Ms Rincy Reji	Operations
7	Dr Ingle Rachana Raju	Operations
8	Dr Rohan	Operations

Sl No	Name	Department
1	Sounak Ghosh	Pharma
2	Jeminee Jaiswal	Pharma

Please Note - Following are first level shortlists & will have final interviews on –

- Mr Anunay Maithani – Mktg & Ops – Final Interview on Monday (link & time will be confirmed shortly)
- Ms Ayushi Agarwal – HR - Final Interview on Tuesday (calendar blocked)
- Ms Janhavi Pisat – HR- Final Interview on Tuesday (calendar blocked)
- Ms Shreya Dey – HR- Final Interview on Tuesday (calendar blocked)

List of Documents Required for further process (only selects) –

- All education mark sheets starting from 10th to MBA
- Aadhar copy
- PAN copy
- Blood Group

Regards,

Monika on Cloudnine

People Department

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Near Sanganer Airport, Jaipur-302029

+91 7338699984
www.cloudninecare.com

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EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT (here in after referred to as **"AGREEMENT"**, which expression shall include the Schedule(s) here of and all amendments made from time to time) is executed at _____ on this ____ day of_____ by and between:

PARTIES TO THIS AGREEMENT:

M/s HJ Hospitals Sarl, Kinshasa, Democratic Republic of the Congo (DRC) a unit of H.J. Group of Companies registered under the RCCM: CD/KIN/RCCM/14-B-01858 ID NAT: 01-933-N779658W having its registered office at 22309, Boulevard Lumumba, Croisement T.P./Funa Limete Industriel, Kinshasa, DRC (hereinafter also referred to as ***"the Employer / Hospital"*** which expression shall, unless repugnant to the context or bearing thereof, be deemed to mean and include its successors in business, permitted assigns, heirs, representatives, nominees, associate/ subsidiary of the Employer, any of its Group Company (ies), (etc) as the **First Party;**

AND

Ms Shruti Yadav aged 27 years, S/o _____having Permanent residence at _____ being a citizen of **India** bearing Passport Number**: U9960235** (here in after also referred to as ***"the Employee"***) of the ***Second Party***.

The First Party and Second Party collectively referred to as ***"Parties"***

WHEREAS, HJ Hospitals Sarl, Kinshasa, DRC is a subsidiary/unit of H.J. Group of Companies which is based in DRC and is engaged in operation and management of 200 bedded multispecialty hospital in Kinshasa, DRC; and hereby appoints **Ms Shruti Yadav** as **Assistant manager** with effect from the date of joining as per the terms and conditions contained in herein below provided in this agreement.

AND WHEREAS, the Employee has agreed to invest time and efforts to serve the Employer as **Assistant manager** and to fulfil the job requirements up to the expected level and shall be paid remuneration during the period of employment as decided by the from time to time and as agreed in this Agreement.
AND WHEREAS the aforesaid parties hereto are desirous of recording the said terms and condition to legally bind the parties to this agreement.

NOW THIS AGREEMENT WITNESSES AS UNDER: -

1. **JOB PROFILE AND DESCRIPTION:**
   As **Assistant manager** for HJ Hospitals Sarl, Employee have to work in the **Laboratory ,Radiology, Coordination , OPD coordination(Hospitality)** as mentioned in your JD & KRA.

2. **EMOLUMENTS & REMUNERATION:**

2.1 The Employee shall be entitled to receive his monthly salary as per the attached **Annexure-1**.

2.2 EXTRA PERKS AND ADVANTAGES:

a. Semi-furnished accommodation **Sharing Room in** DRC shall be provided for the Employee. Any other expenses pertaining to employee stay in DRC shall be borne by the Employee.

b. Canteen facility is available at hospital premises, where Employee can avail the facility during the employment period & **USD 150** (Us Dollars One Hundred Fifty Only) will be deducted from **Employee** salary on monthly basis. In case the Employee opts for self-food arrangements no deduction would be applicable.

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c. All medical expenses (excluding pre-existing and chronic diseases, dental, ophthal, Physiotherapy and dermatology) of the Employee at DRC, will be borne by the Employer.

d. The Employer will not provide the Employee with any type of Life Insurance, Health Insurance and or any other policy/agreement which will financially cover the Employee in case of any injury, permanent disability and or death. If an Employee wishes to avail any such policy/agreement (as mentioned above) during the period of Employment Contract with HJ Hospitals, the cost will be borne by the Employee only.

2.3 No other communications as well as commitment are made by the Employer for remunerations or otherwise, other than as mentioned in Clause 2 of this Agreement to the Employee.

3. DATE OF JOINING

This agreement shall be deemed effective from the date of joining (first working day after reporting at Kinshasa, DRC).

4. PROBATION PERIOD

4.1 The Employee will be on probation period for Six (6) months, from the date of joining the Employer. During the probation period, the Employer can terminate the contract by giving 7days notice period in case of unsatisfactory performance of employee. During the probation period, the performance will be evaluated on below parameters;

1. Employees' KRAs
2. Clearing level 2 French language

However, the probation can be extended further for 2 months, on failure of clearing the performance review conducted by the Employer.

5. TENURE OF SERVICE & AGREEMENT

5.1 This employment contract is valid for a term of **Twenty -Six months** from the date of joining.

5.2 In case the Employee decides to leave the company before expiry of the period of employment contract or if the Employer wishes to terminate the contract within the aforementioned period, a notice period of minimum 60 days would be applicable from the date of resignation or termination, and all expenses including return air fare, visa, work permit, airport entry and exit would be at employee's cost, it is also understood that employee would not take any other appointment in DRC in similar field or sector for next 5 years from the date of termination of this agreement.

6. WORK RELATED CONDITIONS AND RESTRICTIONS

6.1 The Employee shall devote full time to the work of Employer and during the term of the employment with the Employer, the Employee will not engage in any other employment, occupation, consulting or other business activity.

6.2 The Employee must abide by the Rules & Regulations of the Employer applicable at all times, and these may be changed at any time and notified to the Employee by the management.

6.3 The administrative language in DRC is French. Employee has to attend the French language learning classes on regular basis, which is a 6 months course and conducted/provided by the Employer. Employee must complete the course after which the French Language Assessment Test will be conducted by the Employer. Employee has to clear Level 1 (Basic) in first 3 months from the date of joining and next 3 months Level 2 (Advance). However, if the employee is unsuccessful in the French Language Assessment Test as per Hospital Policy, employee has to bear additional course fee of USD 200 per month from Seventh month onwards.

7. CONFLICT OF INTEREST:

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22309, Boulevard Lumumba, Croisement T.P/Funa, 1ère Rue, Limete Insudtriel, Kinshasa, RDC.
Urgence : 4309 I Service client: +243 815586555
info@hjhospitals.org I www.hjhospitals.org
Kinshasa: Limete - Gombe - Masina I Lubumbashi

During the period of employment, the Employee shall not undertake any other employment, assignment or contracts whether part time, full time or on assignment basis, without the prior written permission and authorization of the management.

8. NON- DISCLOSURE:

The Employee undertakes that, in consideration of his employment with the and any salary paid for services during the period of his employment with the and for other good and valuable considerations, the receipt and sufficiency of which is hereby acknowledged by the Employee, while in the service of the whether in the capacity in which he/she has been employed or in any other capacity for which he/she may be entrusted and further for a period of Five (5) years immediately following the separation/ dismissal/ retirement or termination of his employment with the for any reason:-

8.1 He/she shall not directly or indirectly in any capacity disclose or communicate any confidential or proprietary information to which he/she may come across during the tenure of his/her employment to any individual or business entity. In addition to this he/she will not use such information for his/her personal purpose.

8.2 He/she shall not, directly or indirectly either for himself/herself or for any other individual or business entities solicit or take away or make an attempt to solicit or take away the clients of H.J. Group of Companies for whom the group companies rendered services during the employment of the Employee.

8.3 He/she shall not form any association with any member of the staff. Nor shall he/she engage himself/herself in soliciting or employing or making an offer to employ any member of staff for any individual or business entities engaged in identical business to that of H.J. Group of Companies.

9. LEAVES

The Employee is eligible for **30** days paid leave (calendar days) after **12** months' continuous service from the date of joining. All expenses including return air ticket* to home country (*Travel Sector: Kinshasa-Mumbai -Kinshasa), visa, Kinshasa airport exit charges would be borne by the Employer as per category. Any other visit expense will be borne by Employee himself.

10. TERMINATION:

10.1 NOTICE:

a. **Employer**: Employer is liable to give termination notice period of **30 days** to employee, post completion of probation period.

b. **Employee:** 60 days notice is a must for the Employee's service (or pay in lieu thereof) excluding any leaves available/credited in his account. Employer reserves the right to pay or recover salary in lieu of the notice period.

c. In the event, that the Employee takes more than 30 days of unauthorized absence or overstays the leave originally granted and subsequently extended, the Employee shall lose lien on his appointment and shall be presumed to have abandoned his position of his own accord.

d. In case of absence due to illness, the Employee must notify the management no later than midday of the day of absence, and in case of illness or sickness of more than 30 days, he/she must provide them with a letter from a recognized Practicing doctor in Congo. If the Employee is found to be suffering from any infectious disease or a protracted illness that was not disclosed to the Employer at the time of his appointment, the Employer shall reserve the right to terminate the Employment contract.

e. If at any time during the period of employment, the Employee is found guilty of misconduct, wilful negligence, disobedience, misappropriation, insubordination or breach of any terms of

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Urgence : 4309 I Service client: +243 815586555
info@hjhospitals.org I www.hjhospitals.org
Kinshasa: Limete - Gombe - Masina I Lubumbashi

this appointment letter or the Terms and Conditions of Employees employment, the Employer will terminate his appointment without any notice or pay in lieu thereof.

f. If at any time during the period of employment the Employer will terminate the employment contract without any notice or pay in lieu thereof if the Employee is found guilty of below mentioned violations:

i. Forgery and or misuse of hospital documents.
ii. Faking of Educational certificates of the self.
iii. Embezzle of Hospital funds.
iv. Misuse and or damage to Hospital property.
v. Involvement of the Employee in any anti-organizational activity.
vi. Putting false allegation(s) on the Employer and or the colleague(s) which may defame the Employer and or other Employee(s).

If proved guilty on the above, the Employer also reserves the right to take legal action against the Employee as per DRC laws and regulations.

11. ARBITRATION:

Any dispute arising out of or in connection with this agreement shall be settled through arbitration under the DRC Law and Regulations. The venue of the arbitration shall be in DRC.

12. JURISDICTION:

That in the event of any dispute or difference arising between the parties hereto either during the subsistence of this Agreement, the same shall be subject to the jurisdiction of the courts at DRC exclusively.

13. That Employee agrees that the covenant and conditions of the Agreement are only a part of the terms of employment; and the right to discharge the Employee from his services is reserved by the Employer.

14. COUNTERPARTS.

This Agreement may be executed in two counterparts for the purposes of record of both the parties.

For HJ Hospitals Sarl,

Mr. Amit Chauhan
CEO

Date:

Employee Acceptance:

Name: Ms Shruti Yadav
Signature:

Date:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

22309, Boulevard Lumumba, Croisement T.P/Funa, 1ère Rue, Limete Insudtriel, Kinshasa, RDC.
Urgence : 4309 I Service client: +243 815586555
info@hjhospitals.org I www.hjhospitals.org
Kinshasa: Limete - Gombe - Masina I Lubumbashi

Annexure – 1

S. No.	Particulars	Description
A	Remuneration per month.	Basic Salary = USD 700/- HRA = USD 100/- Special Allowance= USD 100/- Travel Allowance = USD 100/- Food Allowance = USD 150/- **Gross Monthly Salary = USD 1150/-** **(United States Dollars One thousand one hundred & fifty Only).** **Note:** This will be credited to Employee's bank account in DRC.
B	Employment Contract Duration	Twenty-Six Months from the date of joining.
C	Probation Period	Six Months from the date of joining.
D	Notice Period	60 days.
E	Retention Clause	USD 2000 will be kept as **Retention Amount*** which will be recovered from Employee's monthly salary in 6 equal instalments. This retention amount will be released at the time of Full & Final Settlement when Employee successfully completes employment contract with HJ Hospitals Sarl.
F	Penalty for pre-mature termination of this agreement.	***Retention Amount** of USD 2000/-.

For HJ Hospitals Sarl,

Mr. Amit Chauhan
CEO

Date:

Employee Acceptance:

Name: Ms Shruti Yadav

Signature:
Date:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

22309, Boulevard Lumumba, Croisement T.P/Funa, 1ère Rue, Limete Insudtriel, Kinshasa, RDC.
Urgence : 4309 I Service client: +243 815586555
info@hjhospitals.org I www.hjhospitals.org
Kinshasa: Limete - Gombe - Masina I Lubumbashi

Annexure - 2

Medical self-declaration form

1. Do you suffer, or have you ever suffered from any of the following?

Symptom/Disease	Yes	No	Symptom/Disease	Yes	No
Asthma or shortness of breath (Please provide details below)			Epilepsy or blackouts (Please list any details below)		
High / low blood pressure			Stomach disorders		
Any hearing disability			Liver disorders		
Diabetes			Anaemia		
Hernia			Phobia (please specify)		
Heart related problems			Drug / alcohol addiction		
Nervous disorders			Allergies (please specify)		
Do you have any visual problems? (Please provide details below)			Vibration white finger or any HAVs related condition		
Tenosynovitis (joint problems)			Spine (C, T, L, S)		
HIV			Any kind/type of Cancer		

2. Are you currently taking any medication (prescribed or over the counter)? Please give the name, mgs and how often you take it:

3. Are you registered disabled? YES/NO

4. Have you ever gone through any major surgery(ies)?

5. Have you suffered or are suffering from any other disease apart the ones mentioned in point 1?

6. Details of your point 1 disease(s) where you had mention "Yes":

I hereby declare that all the information provided in this questionnaire is correct. I shall promptly report to the Employer about the any relevant change in the same. If it is found that any of the information provided herewith is false or kept hidden, then the Employer may take disciplinary action.

Date:

Employee Signature

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Near Sanganer Airport, Jaipur-302029

CTC FOR ALL PROFILES EXCCEPT IN HAND SALARY

S No	Expense Head	Total Expenses/Month (USD)
1.	Accommodation (Sharing Basis) fully Furnished	1100$
2.	TV Recharge	80$
3.	Free Drinking water	50$
4.	Free Gym Services	100$
5.	Free Swimming pool services	100$
6.	Free Transport (Car/Bus)	100$
7.	Free VISA	50$
8.	Free Ticket	70$
9.	Free Room Services (Housekeeping)	100$
10.	Free French Classes	150$
11.	Free Medical Services (Except: Pregnancy, Dental & Cosmetics)	100$
12.	Free Mobile Recharge as per Grade	20$
13.	Free WIFI	100$
Total CTC (Except In hand 100% Tax Free Salary) PER MONTH		**2120$** **In INR:173840 RS/Month** **20,86,080 Rs/Year**

N° 22309, Av. LUMUMBA CROISEMENT T.P / FUNA
H.J HOSPITALS SARL
RCCM/CD/KIN/B/01858
ID. NAT. 01-822-N79658W
KINSHASA
LIMETE INDUSTRIEL

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Near Sanganer Airport, Jaipur-302029

1617

enabling quality healthcare for all

22-Dec-2023

Ms.Shubhangi Thakur
Saharanpur
Uttar Pradesh-247001

OFFER LETTER

Dear Shubhangi,

On behalf of OHUM Healthcare Solutions Private Limited, we are pleased to offer you a position of **Business Development Executive (L1)** with OHUM. We expect you to join us on or before **08-Jan-2024.** Our offer reflects our belief that you have the ability, commitment & desire to grow with us. We hope you will enjoy making your very own special contribution to the continued success of the company. The terms of your employment are as follows:

1. **Duties:** You will be assigned your duties by your reporting manager. You will be required to work at least 40 hours per week unless otherwise advised by the Company.

2. **Salary & Benefits:** You will be entitled to a Gross remuneration package which will be up to **Rs. 9,00,000 (Rupees Nine Lakh only)** inclusive of Rs. 3,00,000 (Rupees Three Lakh only) as Performance Linked Variable Incentive which will be paid to you during your Annual Appraisal as per the Annexure A. Your salary may be adjusted from time to time but the timing and amount of any adjustment will be at the sole discretion of the Company. The details pertaining to your remuneration are confidential and must strictly be treated as such.

3. **Work Place:** You are appointed to work with OHUM Healthcare Solutions Private Limited at their Pune location. You will however work from where the company chooses to relocate you for business reasons. Your services can be transferred / deputed to any other department of the company and / or clients' offices, anywhere in India or abroad, temporarily or permanently.

4. **Probation Period:** You will be on probation for a period of 3 months, which may be extended at the discretion of the company. During the probationary period, your employment can be terminated by a 30 (Thirty) days written notice on either side. The Company reserves the right to pay or recover salary in lieu of notice period.

   Upon confirmation, the Company or you may terminate employment with a 90 days notice as per the Employment Agreement to be executed with the Company.

Please note this offer is subject to verification of your references and credentials such as educational certificates, experience letters and past compensation.

Please sign on all pages of this letter. We will provide you a copy of the letter after we complete all necessary formalities. Please note that you may not alter this letter and the attached documents in any way. Any alteration renders the offer of employment and its attached documents null and void.

Shubhangi Thakur

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Ohum Healthcare Solutions Pvt. Ltd. Pune

You are requested to complete all joining formalities on the 1st day of your joining itself. You may contact HR person from our team for further assistance.

We are excited about the joint opportunities ahead of us and look forward to your valuable contributions. We welcome you to OHUM and look forward to your long and fruitful association with us.

With Warm Regards,

For OHUM Healthcare Solutions Private Limited,

Rajani Bala Sharma.

Rajani Bala Sharma
HR & Finance Executive

Ohum Healthcare Solutions Pvt. Ltd. Pune

I hereby confirm that I accept your offer & shall report for duty on: 08-01-2024

Signature: Shubhangi Thakur

Date : 30-12-2023

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Near Sanganer Airport, Jaipur-302029

Annexure A

CONSOLIDATED SALARY, ALLOWANCES, REIMBURSEMENTS AND BENEFITS

Name : Ms.Shubhangi Thakur
Designation : Business Development Executive (L1)

---

1. *SALARY*

You are entitled to allowances, reimbursement and benefits subject to overall limit as detailed below for your services:-

SALARY COMPONENTS	
***Monthly Components:* A**	
Basic	19800
House Rent Allowance	7920
Special Allowance	12527
Conveyance Allowance	1600
Reimbursement of Medical Expenses	1250
Monthly Gross : A	**43097**
Monthly Components (Reimbursements):* B	
Vehicle Reimbursement	900
Telephone Allowance	800
LTA	2,970
Monthly Total Reimbursements : B	**4,670**
Monthly Gross : (A+B)	**47767**
Annual Gross : C	**573,204**
Annual Components : D	
*Performance linked variable incentive paid yearly C	300,000
Medical Insurance	5,200
Statutory Contribution to PF: E	21,600
COST TO COMPANY: (C+D+E)	**900000**

Shubhangi Thakur

Omni Healthcare Solutions Pvt. Ltd. Pune

*Notes:

Reimbursement of Medical Expenses:

- Payable every month
- Tax exemption is applicable only on submission of receipts

Reimbursement of Telephone expenses:

- Amounts reflected under these heads are payable on the basis of actual expenses being incurred and supported by receipts and subject to the maximum limit as mentioned above.
- Please Note - In case an employee does not intend to claim this amount as reimbursement, he/she may submit a declaration to this effect to Payroll and claim the amount as a taxable allowance. Please refer

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company policy for further details.

Medical Insurance:
The cost of Medical Insurance indicated above is for Rs. 1 Lakh coverage for employee alone. Additional coverage and/ or coverage for dependents will increase the cost of Medical Insurance. Cost may change from time to time.

Annexure B:

Performance Linked Variable Incentive (PLVI) : In addition to your base salary, you will be eligible for participating in the Performance linked variable incentive. PLVI shall depend on the individual performance for the period under evaluation.

The PLVI component would be prorated based on the period for which the employee has worked in 2024-25 and shall be paid to employees who have not resigned or not serving their notice period as on the date of disbursement of the PLVI.

Gratuity:

You shall be eligible for Gratuity, @ 15 days of basic pay for every year of service completed with the company at the time of retirement or resignation, whichever happens earlier, provided that you have been in continuous service with the company for 5 years.

Please sign to confirm your acceptance of above terms & conditions. You are further requested to execute an Employment Agreement with the Company on your first day of joining.

I confirm and accept the above.

Shubhangi Thakur

Ohum Healthcare Solutions Pvt. Ltd. Pune

(Signature)

Name: SHUBHANGI THAKUR

Place: JAIPUR, RAJASTHAN

Date: 30-12-23.

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Date: June 11, 2024 Ref: CEL/HCAP/202406/010

To
Shweta Kale,
Navi Mumbai, Maharashtra.

Sub: Offer Letter

Dear Shweta,

It is our pleasure to extend the following offer letter to you on behalf of CEL further to the interview and discussions you have had with us.

We are pleased to offer you a position as **Qualitative Research Assistant** in this capacity, you will report to **Ranjana Yadav – Research Technical Consultant**. You may be required to travel frequently to field sites and other locations from time to time to effectively carry out your duties.

Term of Employment:
This is a full-time employment with the date of joining no later than **8 July 2024** However, either party may terminate this employment agreement by notice given in writing observing the statutory notice of a minimum of 30 days.

Remuneration:
Your remuneration is fixed at an annual cost to company of **INR 4,80,000 Lakhs** inclusive of taxes, Your salary will be disbursed to your salary account no later than the 7th day of the subsequent month. CEL's policy is to review performance formally on an annual basis and reconsider compensation based on merit at that time. In addition to this policy, CEL managers review performance on an ongoing basis.

Taxes:
CEL will make deductions for Income Tax and other statutory deductions from your monthly salary, as per Income Tax rules and provisions, and deposit the same with the concerned Treasury/Department.

Probation:
You will be on probation for a minimum period of six months from the starting date of your joining. During the probation period, CEL may terminate this offer letter by providing 24 hours written notice. At the expiration of the probation period, your performance will be reviewed. If your performance is found to be unsatisfactory the management will reserve the right to terminate your services or extend the probation period.

Reimbursements:
CEL shall reimburse you for all reasonable expenses incurred in the proper performance of your duties hereunder against prior approval and production of written evidence of such expenses to the reasonable satisfaction of your CEL manager/ approving authority, and in accordance with CEL's travel & business expenditure policy.

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General:

On joining the organization, you shall abide by the rules and regulations of the organization as may be in force from time to time. You will be required to maintain utmost confidentiality in respect to proprietary, confidential data information, documents and the organization's Human assets profile. Regular performance reviews will be done to benchmark your performance against organizational standards.

We welcome you on board. At the time of joining, the Human Capital team will give you a detailed letter of appointment. We would expect you to join no later than **9 July 2024** in keeping with our discussions with you, otherwise this offer will stand withdrawn automatically within ONE week of the joining date, or it stands canceled in case of any deviations in information provided by you.

It's our pleasure to welcome you to CEL. We sincerely hope that you will consider this offer favorably. We at CEL look forward to working with you.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

With best wishes,
For CEL Ventures Private Limited

Simanta Mohanty
Chief Development Officer

AGREED AND ACCEPTED:

DATE OF ACCEPTANCE:

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

N Satheeshkanna

From: Ved Prakash <ved.prakash@artemishospitals.com>
Sent: 29 February 2024 12:23
To: Vinod Tejwani
Cc: FLT. LT. Saras Malik; Training; N Satheeshkanna; Anita Thapa
Subject: RE: Request for Dissertation Internship - 2022-2024 Batch, IIHMR University - Jaipur

Importance: High

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Tejwani,

Greetings of the day!

Thank you for sharing the student profiles. We are pleased to inform you that, following the interview process, we have selected the following candidates for the position of **Management Trainee** at **Artemis Hospital, Gurugram**:

Sr. No.	Salutation	Name	Department	Date of Joining @ Artemis
1	Ms.	Anjali Sahu	Operations	18th March 2024
2	Ms.	Shwetangi Jakhmola	Operations	18th March 2024

The CTC will be **Rs. 3.6 LPA** during the Probation Period, which will be **1 year**.

Please feel free to get in touch with me for any clarification.

Warm Regards,

Ved Prakash
Controller – Human Resources & Training
Ph # 9023993442, Extension – 7729

NABH & JCI Accredited

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OUR SPECIALITY IS YOU

ARTEMIS PHR APP

Artemis Hospital (A unit of Artemis Medicare Services Ltd.)
Sector 51, Gurugram - 122001, Haryana, India. Ph.: +91-124-4511 111
Fax: +91-124-4588 899 | Emergency & Trauma: +91-124-4588 888
www.artemishospitals.com

Artemis is accredited with JCI & NABH
(National Accreditation Board for Hospitals & Healthcare Providers)

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Near Sanganer Airport, Jaipur-302029

First hospital in Gurgaon to be JCI and NABH accredited.

From: Vinod Tejwani [mailto:vinodtejwani@iihmr.edu.in]
Sent: 23 February 2024 12:48
To: Ved Prakash <ved.prakash@artemishospitals.com>
Cc: N Satheeshkanna <satheeshkanna@iihmr.edu.in>; Anita Thapa <anitathapa@iihmr.edu.in>
Subject: RE: Request for Dissertation Internship - 2022-2024 Batch , IIHMR University- Jaipur

Dear Mr. Ved Prakash,

Thanks a lot for sharing the requirement.

Please find attached herewith the data of 7 interested candidates.

As a part of the curriculum, the students of final year are required to undergo three months of Dissertation Project Internship from March 15th to June 15th, 2024. Post that they can continue to the Full Time Employment as per the Organization's Policy.

Please suggest the way forward.

With Regards,

IIHMR UNIVERSITY

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in| **W:** www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

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1620

cloudnine

Date: **Mar 16, 2024**

Dear Mr. Siddharth Sharma,

Congratulations! You've landed on Cloudnine!

We are delighted to offer you the position of **"Asst. Manager - Operations"** in the **"Center Management Team"** department.

On Cloudnine, we are continually scouring the country for bright, young talent who can infuse our brand with new blood, energy and spirit. We are a community of vibrant minds and kindred souls. And we'd love for you to be a part of it. We found that your experience and outlook meshes well with the skill sets we are looking for in this role, and we look forward to the value that you can add to our organization.

As and on Cloudnine, our organizational fabric is seamed together by four intrinsic values: Respect, Innovation, Customer Centricity and Integrity. We pride ourselves on being an organization that is equally outward and inward looking, channeling the energies harboured within us to our customers and well-wishers.

Our brand is also deep-seated in a guiding trinity we've christened the 3C's: comprehensive care, clinical excellence and celebration. These principles lead the Cloudnine way beautifully, marrying superior care with little flashes of delight. Just as surely as the 3Cs are exemplified towards guests, they are mirrored towards employees. Our organization is rooted in superlative employee satisfaction and care, and the celebration of milestones big and small. Our work is tightly tethered to passion and play, and we love what we do. We cherish each day, and we want you to do the same.

There's only one step left before we embark on this brand-new, exciting journey. By accepting this offer letter, you can take your first step on Cloudnine. We promise you a treasure trove of new experiences that will keep you on Cloudnine for a long time to come.

You are requested to join us on or before **April 01, 2024**,
This job offer is contingent upon the following:

1. Completion of a satisfactory background check.
2. Satisfactory reference checks.
3. Execution of an employment/non-compete/confidentiality agreement.
4. Satisfactory Health checks.

For any questions, please feel free to respond to this email and I'll be happy to address them for you.

Yours sincerely,

Sofia Joseph
Head–Human Resources

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cloudnine

Date: **Mar 16, 2024**

Mr. Siddharth Sharma,

Annexure-I

	Monthly	Annualized
Earnings		
Basic + DA	20308	243696
HRA	10154	121848
Special Allowance	20308	243696
Gross Earnings	50770	609240
Retirals		
PF Contribution (Employer)	0	0
Meritorious Contribution	977	11724
Statutory Bonus		
Advance Statutory Bonus **	1516	18192
Performance Linked Pay		
Performance Linked Pay *	5077	60924
Incentive	0	0
Cost to Company		
Cost to Company	58340	700080
Deductions		
ESI Contribution (Employee)	0	
PF Contribution (Employee)	0	
Professional Tax (Employee)	200	
Total Deductions	200	
Monthly Take Home ***	52086	

*** Performance Linked Pay and Meritorious Contribution as per policy.**
**** Monthly Advance Statutory Bonus paid against Annual Statutory Bonus amount.**

***** Take Home is before Income Tax and excluding Performance Linked Pay and Health Insurance Deductions**
- **Applicable tax to be borne by the employee.**
- **Health Insurance Coverage for Self and Family & Accident Insurance Coverage for Self as per policy and deductions made at actuals.**
- **Special Allowance may be allocated to reimbursement options detailed below.**

Reimbursement Options	Annual Limit
Food Coupons	Rs. 30,000

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Tata AIG General Insurance Company Limited
Regd Office: 15th Floor, Tower A, Peninsula Business Park,
G. K. Marg, Lower Parel, Mumbai - 400 013,
Tel. No.: +91 22 66930000
www.tataaig.com
IRDA Registration No.: 108
CIN : U85110MH2000PLC128425

Great Place To Work. Certified INDIA

TATA AIG INSURANCE
WITH YOU ALWAYS

18 June 2024

Dr. Simran .
D-38
New Delhi
Delhi 110059
India

Dear Simran

Subject: Offer Proposal

We, Tata AIG General Insurance Company Limited are pleased to extend you an offer proposal for the position of **MT** at **MT** in **Claims - Health** department.

Your initial place of posting would be **Noida.** The Company reserves right to transfer you to any location / department and / or job role in India or abroad in the future, as maybe required for the Company's business requirement.

Your annual Cost to Company will be Rs. **900,000.00** per annum. The compensation details are detailed in the 'Annexure' to this offer letter. You will be eligible for performance bonus / incentives as per the Company's policies from time to time.

This offer letter is contingent upon the successful completion of health declaration and background verification that may be conducted by the Company or any other external agency authorized to conduct the same. By accepting this offer letter, you hereby give your unconditional consent to the Company or any third party appointed / nominated by the Company to conduct background verification including but not limited to current and past employers, criminal conviction records, university / school / college records, professional and personal references and other verifying sources / authorities.

We would expect you to revert with offer acceptance within 3 working days of receipt of this offer letter and join us latest on or before 22 July 2024, beyond which the offer and this offer letter would stand withdrawn, unless a new date is by the Company in writing.

A detailed appointment letter will be issued to you upon joining and completion of requisite documents submitted by you or as may be required by the Company.

Yours Sincerely,

For **Tata AIG General Insurance Company Limited.**

Jitesh Bawa

Chief Human Resource Officer

tataaig.com | *think ahead*

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ANNEXURE

Name	Simran .
Designation	MT
Band	MT
Location	Noida
Department	Claims - Health

Pay Component (A)	Per Annum (Rs.)	Remarks
Basic Salary	297,000.00	Fully Taxable
House Rent Allowance (HRA)	148,500.00	Taxability as per applicable IT provisions on HRA
Flexi Allowance Plan (FAP)	404,574.00	Taxability as per applicable IT provisions on (FAP)
Statutory Bonus	0.00	
Total of (A)	**850,074.00**	
Statutory Benefits (B)		
Provident Fund (Employer Contribution)	35,640.00	As per the applicable law
Gratuity	14,286.00	As per the applicable law
Total Fixed Cost (A+ B)	**900,000.00**	
Target Annual Performance Bonus (C)	**270,000.00**	Performance Bonus is payable once a year, maximum up to 30% of fixed CTC based upon the individual performance & Company performance. The mentioned is at Target level Company performance
Maximum Earning Capacity (A+B+C)	**1,170,000.00**	

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Statutory Bonus shall be payable in accordance with The Payment of Bonus Act, 1965, as applicable.

*Gratuity shall be payable in accordance with The Payment of Gratuity Act, 1972, as applicable.

*Note-All of the Above Payments would be subject to tax and other deductions as per norms.

Guidelines on Annual Performance Bonus:
You will be eligible for an Annual Performance Linked Bonus Pay in the relevant performance year under review which will be based on individual performance and Company performance. Target bonus amount mentioned above will be the maximum payable and there is no guaranteed amount. Any employee earning incentives during the year or serving notice period on the date of pay-out will not be eligible for this component. Payment of Annual Performance Bonus is as per the Company policy, which is subject to change basis management discretion.

Guidelines for Flexi Allowance Plan:	
a) Each employee is entitled to exercise his / her choice of apportionment of FAP subject to total limits available against each allowance	
b). The below selection shall be taxable / non-taxable as provided for under the Income Tax act and the rule there made under and amended from time to time	
Allow / Reimb Head	Permissible Limit (in INR)
Food Coupons	Rs 15000 (or) 26400 per annum
Gift Vouchers	Rs 4999 per annum
LTA	Upto Rs. 2 Lakhs per annum
Children Hostel Allowance	Rs 300 per child per month up to a max of 2 kids
Education Allowance	Rs 100 per child per month up to a max of 2 kids
Vehicle & Fuel Maintenance (Only for Band 3 & Above Levels)	Rs 21600 per annum
Driver Salary (Only for Band 3 & Above Levels)	Rs 10800 per annum
Telephone Reimbursement	Rs 12000 or 24000 per annum
National Pension Scheme	10% of the basic Salary or 1.5 Lakhs whichever is lower

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Other Benefits*	Cover
Group Mediclaim Insurance cover	Self, Spouse and 2 dependent children on a family floater basis.
Group Term Life Insurance cover	Two times of Annual fixed compensation less retirals or Rs.10,00,000 whichever is higher. (Retirals includes PF and Gratuity)
Group Personal Accident Insurance cover	Applicable as per the company policy.
Voluntary Parents Mediclaim Policy	An employee can cover his/her dependent Parents and/ or Parents in laws. This is a voluntary policy where the premium will be borne by the employee.

* Please refer the Individual Policy Documents for more details

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Global Health Limited

LETTER OF INTENT **Date: 06-Nov-2023**

Dr. Simran De
IIHMR, Jaipur

Dear Dr Simran,

Congratulations! We are pleased to offer you a position at **Global Health Limited (Medanta)** on the following terms:

1.	Designation	Trainee – Medical Administration
2.	Total all inclusive CTC	- Rs. 25,000/- (Rupees Twenty Five Thousand Only) per month as stipend during Dissertation period - Rs 6,00,000/- (Rupees Six Lakhs Only) per annum upon completing the course i.e. dissertation submitted, final exams clear and degree being awarded. (feedback from supervisor at Medanta will also play important role at this step)
3.	Date of joining	15-Mar-2024 or earlier, if possible
4.	Place of posting	Gurgaon

Company shall conduct background verification through a third party agency post your joining. **YOUR EMPLOYMENT SHALL BE SUBJECT TO SUCCESSFUL COMPLETION OF VERIFICATION AND SUBMISSION OF REPORT SATISFACTORY TO THE COMPANY**

Additionally, you shall also undergo pre-employment health check-up process and this offer will be subject to you being found medically fit. You will also be governed by the general terms and conditions as published in the detailed appointment letter given to you post joining.

LIST OF DOCUMENTS REQUIRED FOR JOINING

1	Certificates & mark sheets of class 10th, 12th, Graduation, PG(mark sheet as well as degree) or any other professional course	2 Copies of each
2	State Registration certificate (valid) from respective Clinical/Nursing/Pharmacy Council (as applicable)	
3	Internship completion certificate & Course completion certificate	
Mandatory for Doctors: All documents mentioned above in Sl. No 1 & 2 needs to be self-attested		
4	**PAN CARD**	
5	Address Proof (Aadhaar card/Passport / Voter card / Driving license)	
6	Appointment Letter and Salary slip from the last employer	
7	Relieving Letter/Resignation acceptance from the last employer	
8	Experience Certificate from all previous employers	
9	Other Documents • 4 Passport Size photographs • Copy of Vehicle Registration Certificate (RC) incase parking facility is required	

Please return the duplicate copy of this letter duly signed as acknowledgement in case offer is acceptable to you. We look forward to your being part of Medanta Family.

Yours faithfully,
For **GLOBAL HEALTH LTD**

SAURABH UPADHYAY
SENIOR VICE PRESIDENT & HEAD – HUMAN RESOURCES

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Accept.....

WINGLOBE
Innovations for Life

DATE: 27/03/2024

Dear Simran,

Congratulations!

It is my pleasure to extend an offer of employment to you, further to your selection in our assessment Process.

You have been selected for the role of **Marketing Executive** and your Initial place of posting would be Jaipur. We will look forward to your joining effective from 20th Mar 2024. You will be responsible for market development for assigned territory. In this role you will be reporting to Country Sales Head. Details about the territory and working will be shared soon.

Your annual fixed remuneration will be **Rs. 5,00,000/- (Rupees Five lac rupees only)**; and Variable component will include Quarterly incentive pay out. Detailed breakup of your fixed compensation has been attached in **Annexure -I**. Group Health Insurance will also be provided additionally by WINGLOBE post completion of probation period.

Further mandatory terms related to the of the employment is mentioned in the **Annexure-II**.

You will be on probation for a period of 3 months and confirmation will be done post your performance evaluation. During probation you will be received consolidated stipend of **25,000 (INR twenty-five thousand rupees only).**
Variable incentive slab will be shared post successful completion of Probation period.
In case of unsatisfactory performance during probation, termination of employment can be done without any notice.

WINGLOBE is committed to rapidly growing its business in India. We are confident that your contributions will take us further in our journey towards fulfilling this goal.

Looking forward to a long and mutually beneficial relationship!

For **WINGLOBE HEALTHCARE PVT. LTD.**

SUNDEEP DAS - CMO

WINGLOBE HEALTHCARE PVT. LTD.

Simran Sharma

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Anita Thapa

From: *N Satheeshkanna*
Sent: *21 August 2023 14:34*
To: *Anita Thapa*
Subject: *FW: IIHMR-Pre-Placement offer*

From: Sundeep Das <sundeep.das@winglobe.in>
Sent: Wednesday, July 5, 2023 3:35 PM
To: N Satheeshkanna <satheeshkanna@iihmr.edu.in>; Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Kunal Kishore <kunal.kishore@winglobe.in>
Subject: IIHMR-Pre-Placement offer

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Vinod Ji & Satheesh Kanna

Greetings from Winglobe Healthcare !

It was nice speaking to SatheeshKanna a few minutes back regarding the Pre-placement.

We would like to offer **Simran Sharma** , a pre-placement for Jaipur as Marketing Executive , for Rs 5 Lacs +2 Lacs Variable Incentives + Travel Allowances (On Actuals)

We would like to participate in your campus Final placement in August and as such our proposal would be as follows:

1. Students will be absorbed as Management trainees in **Sales** for a probation period of 3 Months from Feb -April with a consolidated stipend of 20K in different locations in India.
2. On successful completion of the probation, they will be absorbed on rolls as Marketing Executive on a CTC of 5 Lacs + Incentives + Travel allowances (on actuals)
3. Once Probation is completed, we may offer role to candidate in Clinical Marketing (Anywhere in India- as per candidate's preference & our requirement) , Product Marketing (In Bangalore) or sales (As per candidate's preference & our requirement)

We will be sending you the advertisement shortly , but before that please let us know any comments or inputs from your end for success of this procedure and please offer us students earlier on in the Final placement.

Best Regards
Sundeep Das
+91-9650191614

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

1624

Global Health Limited

LETTER OF INTENT **Date: 06-Nov-2023**

Ms. Smiti Verma
IIHMR, Jaipur

Dear Ms Smiti,

Congratulations! We are pleased to offer you a position at **Global Health Limited (Medanta)** on the following terms:

1.	Designation	Trainee – Medical Administration
2.	Total all inclusive CTC	- Rs. 25,000/- (Rupees Twenty Five Thousand Only) per month as stipend during Dissertation period - Rs 6,00,000/- (Rupees Six Lakhs Only) per annum upon completing the course i.e. dissertation submitted, final exams clear and degree being awarded. (feedback from supervisor at Medanta will also play important role at this step)
3.	Date of joining	15-Mar-2024 or earlier, if possible
4.	Place of posting	Gurgaon

Company shall conduct background verification through a third party agency post your joining. **YOUR EMPLOYMENT SHALL BE SUBJECT TO SUCCESSFUL COMPLETION OF VERIFICATION AND SUBMISSION OF REPORT SATISFACTORY TO THE COMPANY**

Additionally, you shall also undergo pre-employment health check-up process and this offer will be subject to you being found medically fit. You will also be governed by the general terms and conditions as published in the detailed appointment letter given to you post joining.

LIST OF DOCUMENTS REQUIRED FOR JOINING

1	Certificates & mark sheets of class 10th, 12th, Graduation, PG(mark sheet as well as degree) or any other professional course	2 Copies of each
2	State Registration certificate (valid) from respective Clinical/Nursing/Pharmacy Council (as applicable)	
3	Internship completion certificate & Course completion certificate	
Mandatory for Doctors: All documents mentioned above in Sl. No 1 & 2 needs to be self-attested		
4	**PAN CARD**	
5	Address Proof (Aadhaar card/Passport / Voter card / Driving license)	
6	Appointment Letter and salary slip from the last employer	
7	Relieving Letter/Resignation acceptance from the last employer	
8	Experience Certificate from all previous employers	
9	Other Documents • 4 Passport Size photographs • Copy of Vehicle Registration Certificate (RC) incase parking facility is required	

Please return the duplicate copy of this letter duly signed as acknowledgement in case offer is acceptable to you. We look forward to your being part of Medanta Family.

Yours faithfully,
For **GLOBAL HEALTH LTD**

SAURABH UPADHYAY
SENIOR VICE PRESIDENT & HEAD – HUMAN RESOURCES

Accept.....

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Ernst & Young LLP
3rd & 6th Floor
Worldmark-1
IGI Airport Hospitality District Aerocity
New Delhi - 110 037, India
Phone: +91 11 6671 8000
Fax: +91 11 6671 9999

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05 June 2024

Dr. Sonali Pandey
57,Kachnar City, Vijay Nagar, Jabalpur,
Madhya Pradesh- 482002

Your appointment as Associate Consultant in Business Consulting PI.

Dear Sonali,

With reference to your application and the subsequent interview(s) you have had with us, we are pleased to confirm your appointment for the above position in **Ernst & Young LLP** subject to the following terms and conditions. Further, we understand that you have appeared / will be appearing for Final exams. This appointment is subject to you clearing said exams. In case you are unsuccessful this appointment will automatically be void.

1. Job Title

You shall be designated as **Associate Consultant** in Band **5.**

The designation and band are for reference only and do not entitle you to any benefit other than as has been specified in this letter, or intimated to you in writing in respect, thereof. The Management retains the right at all times to change / modify / amend the titles/ designations or to rearrange the band structure, which may impact the above fact.

2. Annual compensation

a. Your annual compensation including benefits, allowances, and perquisites, if any, payable by the Firm is **INR 7,50,000 per annum (Rupees Seven Lakh Fifty Thousand Only)**. A typical break up is provided as an Illustration in Annexure A to this Agreement.

b. Your eligibility to performance linked bonus is driven by firm's performance bonus policy. This component, if eligible, is in addition to your annual compensation.

c. The performance bonus scheme is subject to revision at the discretion of the Firm's Management.

d. Besides this you will be eligible for Gratuity as per Payment of Gratuity Act, 1972. You may note that as per the Act provisions there is an upper limit of 20 Lakh.

e. Your compensation will be subject to income tax as per the provisions of the Income Tax Act, 1961.

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f. It is further clarified that post your appointment with the firm you will not be covered under the current year's PMDP cycle (Performance Management & Development Process) and will be covered only from the next year cycle.

3. Date of joining

As agreed, you shall join the services of the Firm on **08 July 2024.**

4. Probation

You shall be on probation for a period of (6) months from your date of joining, the period of which may be further extended at the discretion of the Management. After completion of the probation period and subject to your performance your appointment shall be confirmed in writing.

5. Retirement

Your retirement age shall be 60 years.

6. Transferability

Your initial place of posting will be **NCR-New Delhi (Aerocity).** However, your services are liable to be transferred from one location to another, anywhere in India.

7. Notice period and termination

a. Either party may terminate the employment by giving a mandatory minimum of 3 months' notice to the other party, (also applicable during probation period) The Firm may, at its discretion, with or without conditions, agree to waive off the 3 months' notice period requirement, either wholly or partly.

b. The Firm may terminate / suspend your services, at its discretion, at any time immediately upon written notice to you, if it has been alleged and prima facie established, through preliminary internal enquiry that you have committed (i) any heinous criminal act or any offence involving moral turpitude (the term "Moral Turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general.), (ii) sexual harassment (adjudicated guilty as per the Firm's policy and local laws) or (iii) other act that threatens or is likely to damage Firm's reputation.

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8. Code of Conduct and Policies

a. You shall at all times carry out such duties and responsibilities as may be assigned to you by the Firm and shall faithfully and diligently perform these in compliance with established policies and procedures, endeavouring to the best of your ability to protect and promote the interests of the Firm.

b. You will be bound by the Firm's Code of Conduct and all other rules, regulations, policies and orders issued by the Firm from time to time in relation to your conduct, discipline and service conditions such as leave, work hours, dress policy, etc., as if these rules, regulations, policies et al, were part of this contract of appointment.

c. Without prejudice to the generality of the foregoing, you shall at all times comply with the Firm's policies and procedures (as may be intimated from time to time on the Firm's intranet or through the Firm's newsletters and webcasts or other written means), including but not limited to matters relating to independence, anti-bribery, prevention of insider trading.

9. Confidentiality

a. **Remuneration:** You shall at all times keep the details of your salary and employment benefits at the Firm strictly confidential, and shall not disclose such details to any other person within the Firm.

b. **Use of Firm's name:** You shall use the Firm's name, logo, trademark or other identifiers strictly in the manner permitted by the Firm's policies, or for the purposes of provision of services delegated to you to the extent required. Upon termination of your employment with the Firm, you shall not use the Firm's name, logo, trademark or other identifiers in any manner other than what is already a matter of public knowledge, provided however, you will not be in breach of this clause if you make reference to the Firm's name solely to describe your former association with the Firm subject to the confidentiality obligations which the Firm might have undertaken in relation to any of its clients, vendors or other Firm's personnel.

c. **Information:** You shall always maintain the highest degree of confidentiality with respect to the records, documents and other Confidential Information relating to the business of the Firm which may be known to you or confided in you by the Firm, its representatives, authorised personnel, vendors, sub-contractors, clients, etc., by any means and you will use such records, documents and information only in a duly authorised manner in the interest of the Firm. For the purposes of this clause, 'Confidential Information' means information about the Firm's business and that of its customers, sub-contractors, business partners or agents which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the Firm, its customer lists, employment policies, personnel, and information about the Firm's products, processes including ideas, concepts, projections, technology, manuals, drawings, designs, specifications, sales pitches, fees quotes, tender information, key personnel, customer contacts, thought leadership papers, resumes, records and other documents containing such Confidential Information, whether such information was disclosed to or accessed by you prior to or after the date hereof. You shall at all times, whether during or after the termination of your employment, act with utmost fidelity and not disclose or divulge Confidential Information to any third party or make use of any such information for your own benefit.

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d. At no time will you remove any Confidential Information from the Firm's offices without the permission of your reporting manager save and except for the purposes of performing the duties assigned to you in your capacity as an employee of the Firm. Upon termination of your employment with the Firm, or otherwise upon the Firm's request, you will immediately surrender to the Firm all files, books, magazines, reports, documents, manuals, audio and video tapes, discs, any knowledge databases entrusted to you, and any other data, information or material containing or reflecting Confidential Information. If the Firm requests, you shall also confirm in writing to the Firm that you have complied with this clause.

e. You acknowledge and agree that disclosure of any portion of the Confidential Information or any breach of the provisions herein may result in irreparable injury and damage to the Firm which will not be adequately compensable in monetary terms , that the Firm will have no adequate remedy at law therefor, and that the Firm may, in addition to all other remedies available to it at law or in equity, obtain such preliminary, temporary or permanent mandatory or restraining injunctions, orders or decrees as may be necessary to protect the Firm against, or on account of, any breach by you of the provisions contained herein, and you agree to reimburse the reasonable legal fees and other costs incurred by the Firm in enforcing the provisions of this Agreement. In addition, the Firm will be within its rights to (i) advertise for public knowledge / notice (ii) notify to your prospective employer or regulatory body, any impropriety or breach of confidentiality obligations hereunder, at its absolute discretion.

f. Your duty to safeguard and not disclose, share or publish Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Firm.

10. Non- Compete

a. You represent and warrant to the Firm that you are under no contractual, fiduciary, professional or other obligation or commitment that prevents you from entering into this Agreement, or is otherwise inconsistent with your obligations under this Agreement. If you were previously employed with another organisation, you represent and warrant to us that you have returned all property and confidential information belonging to any prior employer and do not have any outstanding issues/ unfulfilled employment obligation pending with your previous employer having legal ramifications / consequences for you or for us.

b. During your employment with the Firm, you will devote your whole time, attention and skill for its business and you shall not, except with the written permission of the Firm, engage directly or indirectly in any other business, profession, occupation or other commercial activity, whether as a principal, agent, contractor, consultant or otherwise, whether full-time or part-time.

c. You hereby agree not to directly or indirectly compete with the business of the Firm and its successors and assigns during the term of the Agreement and for a period of two years following the expiration or termination of this Agreement and notwithstanding the cause or reason for termination.

d. You will have to seek prior permission from the Firm for any employment with a client of the Firm or any other organization working with a client of the Firm, whose assignment you have worked on directly.

e. Subsequent to your separation from the Firm, for a period of twelve months, you will not without the consent of the Firm take up any job or assignment, either full time or otherwise,

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directly or indirectly for or on behalf of any other organization working with a client of the Firm, whose assignment you have worked on in the twelve months immediately preceding your separation from the Firm,.

11. Intellectual Property

In consideration of this Agreement and of the salary agreed to be paid in consideration hereof, you agree as follows:

a. The Firm shall own (as its exclusive property, free from any obligations towards you) all Intellectual Property developed or conceived by you solely or jointly with others during the period of your employment; This includes but is not limited to Intellectual Property that:

- is along the lines of the businesses, work or investigations of the Firm to which your employment relates or as to which you may receive information due to your employment
- result from or is suggested by any work which you may do for the Firm
- are otherwise made through the use of Firm's time, facilities or materials.

b. Not to disclose or utilize in your work with the Firm, any Confidential Information of others (including any prior employers) or any inventions or innovations of others without express permission.

c. To execute all necessary papers and otherwise provide proper assistance (at the Firm's expense), during and subsequent to your employment, to enable the Firm to obtain for itself or its nominees all patents, copyrights, or other legal protection for such Intellectual Property in any and all countries.

12. Personal Data

During the course of your employment with the Firm, you may provide the Firm with confidential data or information that can be linked to you personally, or otherwise personally identifies you, including but not limited to your financial information, email address, addresses, telephone numbers, shareholdings, physiological and/or mental health information, and medical records and history (your Personal Data). You acknowledge that the Firm may collect, use, transfer, store or otherwise process (Process) such Personal Data as required per the Firm's policies, to facilitate the conduct of the Firm's business, to conduct background checks, check conflicts or maintain independence, finance and accounting purposes or for quality and risk management purposes The Firm will Process your Personal Data in accordance with applicable law and professional obligations and shall ensure that any service provider who Processes Personal Data on our behalf adheres to such requirements.

You hereby consent to the Processing of your Personal Data in the manner described above, whether by the Firm or any service provider on the Firm's behalf.

13. Miscellaneous

a. The following annexures form an integral part of this Agreement:

Annexure A - Illustrative compensation break-up
Annexure B - Relocation letter

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b. **Additional Documents**: You may also be required to execute additional documents, declarations and/or deeds as (i) per the Firm's policy as may apply to you / your nature of services as well as (ii) per any requirement of law of the jurisdiction where you might be required to work as a part of your employment with us, depending upon your job requirements and/or (iii) per the requirement of any professional, industry or other regulatory body and/or (iv) to meet any specific client request and/or (v) per the Firm's exclusive discretion.

c. **Supersedes previous agreement**: This Agreement supersedes and replaces any existing Agreement between the Firm and you, relating generally to the same subject matter. It may not be modified or terminated, in whole or part, except in writing signed by an authorized representative of the Firm. This Agreement shall include all written deeds, documents, declarations, bonds and undertakings signed by you pursuant to and arising out of this document. Discharge of your financial undertakings (if any), in this Agreement shall be an obligation of your executors, administrators, or other legal representatives or assigns.

d. **Severability**: If any provision contained in this Agreement is held to be invalid or unenforceable, the remaining provisions of this Agreement shall be construed as if such provision did not exist, and the unenforceability or invalidity of such provision shall not be held to render any other provision of this Agreement unenforceable or invalid.

e. **Conditions precedent**: This appointment is valid subject to (a) your being medically fit, (b) your furnishing at the time of joining, documents in proof of your having been relieved by your present employer, and (c) our receiving satisfactory references on your background(In case the background verification is not satisfactory the firm will be at the liberty to terminate the appointment effective immediately).

f. **Privity of contract**: The terms of this Agreement may only be enforced by a party to this Agreement.

g. **Governing law and dispute resolution**: This Agreement, including all matters relating to its validity, construction, performance and enforcement, shall be governed by and construed in accordance with Indian law. In case of any dispute in relation to this Agreement the decision of the Management of the Firm shall be final and binding.

h. **Certificate of Practice**: If you currently hold a Certificate of Practice (CoP) issued by the Institute of Chartered Accountants of India, you hereby undertake to surrender the CoP with immediate effect, and provide us with evidence thereof. If you are a Chartered Accountant and do not currently hold a CoP issued by the Institute of Chartered Accountants of India, you hereby undertake not to apply for such CoP unless instructed or required by the Firm to do so.

i. You will disclose any directorships, trusteeships or other personal appointments held by you. You will consult and inform the Firm's Risk Management team of appointments and will immediately surrender any prohibited position as advised by them and disclose the positions permitted per the Firm's policies on the Directorship Evaluation Tool (DET) within 15 days of your date of joining. You will further notify or obtain prior approval, as applicable, from the Risk Management team, for any changes in the appointments that you may hold in the future.

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Please signify your acceptance of these terms and conditions of employment by signing the duplicate copy of this Agreement and return the same to us for the Firm's records.

Yours sincerely,

For Ernst & Young LLP

Anshula Verma

Authorised Signatory

I hereby accept the position and terms and conditions of employment offered and also provide my acceptance to all the annexures (if any) with the offer letter.

Signature *Sonali* Digitally signed by Sonali Pandey Date: 2024-06-06 20:40:57+05:30 Date Jun 6, 2024

Sonali Pandey

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Annexure A

Illustrative compensation break-up

Particulars		Annual Values (INR)
(A) Salary Components		**7,13,400**
Basic Salary:		3,00,000
House Rent Allowance:		1,50,000
Special Allowance:		75,000
Conveyance Allowance:		1,88,400
(B) Other Perquisites		**36,600**
Firm's Contribution to Provident Fund:		36,000
Year End Ex-Gratia		600
(C) Annual Fixed Compensation *(A+B)*		**7,50,000**
(D) Other Benefits		**34,423**
Gratuity (accrual)		14,423
Firm's contribution towards Medical insurance		20,000
(E) Total Compensation *(C+D)*		**7,84,423**
(F) Annual performance bonus (earning potential)	**Min. 0%**	**Max. 18%**
	0	1,35,000
Annual total earning potential (E+F)	**7,84,423**	**9,19,423**

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Please note that Permanent Account Number (PAN) is mandatory for salary processing. If you do not have a PAN already, then please apply for the same at the earliest.

1. House Rent Allowance (HRA): This will be 50% of your basic salary.
2. Special Allowance: Special Allowance will be in the range of 0% to 10% of the annual fixed compensation.
3. Conveyance Allowance: Conveyance allowance will be the balancing figure in your compensation structure.
4. Telephone Reimbursement: If opted for, you will be eligible for a reimbursement of INR 12000/- per annum. You may choose to claim up to a maximum of three bills namely, mobile, landline and broadband. Upon selection, it will get adjusted from conveyance allowance.
5. Leave Travel Allowance (LTA): If opted for, it will be equivalent to 12.50% of your basic salary, subject to maximum of INR 50,000/- per annum. Upon selection, it will get adjusted from conveyance allowance.
6. Provident Fund (PF): This will be as per the Employee's Provident Funds and Miscellaneous Provisions Act 1952. If you are an active member of PF, it will be mandatory for you to opt for the same. If not opted for, conveyance allowance will be adjusted accordingly.
7. Gratuity: You will be eligible for Gratuity as per the Payment of Gratuity Act 1972.
8. You will be eligible for medical insurance coverage for self, spouse, two children and parents/parents in-law up to INR 5 lac per annum, subject to your declaration as per the policy. Additionally, you, spouse and two children will be covered for critical illness cover of INR 10 lacs.
9. In the unfortunate case of death of an employee, the Firm extends financial support to the family up to three times of the last drawn annual CTC of the deceased employee. The minimum amount for this financial support will be INR 25,00,000.

Please note that all the benefits/coverage mentioned above are governed by the Firm's policies and/or statutory law, as applicable.

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3rd & 6th Floor
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IGI Airport Hospitality District Aerocity
New Delhi - 110 037, India
Phone: +91 11 6671 8000
Fax: +91 11 6671 9999

Annexure B
Relocation Letter

05 June 2024

Sonali Pandey
57,Kachnar City, Vijay Nagar, Jabalpur,
Madhya Pradesh- 482002

Dear Sonali,

Sub: Relocation benefits

In addition to the terms and conditions mentioned in the appointment letter, you are also eligible for reimbursement of relocation expenses per below mentioned details.

Your relocation expense entitlement is **INR 62,500/- (Rupees Sixty Two Thousand Five Hundred Only).** If any relocation expense paid/ incurred, exceeds the relocation eligibility limit, the same shall be recoverable from the employee.

Employee Self-Travel	• One-way trip (Air Travel/ Train Travel) between current location and new location for self. • A maximum of two one-way cab fare for airport transfers. For the purpose of reimbursement, GST registered metered/ App based cabs only will be considered. • In case the employee chooses to undertake a road trip via own car, mileage rates applicable (only one car permitted) will be INR 14 per km. The cost per km is inclusive of any other cost such as toll/fuel etc. Shortest route shall be taken as per google map for considering the KM distance. • In case of Rail travel you will get the reimbursement of your rail ticket.
Employee Self-Accommodation	• Accommodation should be booked by respective individual for maximum of 10 room nights' stay at guest house or hotel based on eligibility as per the firm's Travel policy. • Expenses incurred on food, laundry, newspaper etc. during the stay at guest house or hotel will not be reimbursable. • Payment should be made only via credit card, online banking, wallet etc.

Air bookings must be done only through the firm's Travel Desk. Please connect with your relocation spoc two weeks prior to your date of joining to facilitate transition.

In the event of you deciding to leave before completion of 1 year with the firm, the amount reimbursed hereunder will be recovered in full. For the purposes of this clause, the duration will

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New Delhi - 110 037, India
Phone: +91 11 6671 8000
Fax: +91 11 6671 9999

be calculated from your date of joining to date of you 'deciding to leave' (which shall mean the date of your resignation letter).

Yours sincerely,
For Ernst & Young LLP

Anshula Verma

Authorized Signatory

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

www.sankaraeye.com

SRI KANCHI KAMAKOTI MEDICAL TRUST
SANKARA EYE FOUNDATION, INDIA

BOARD OF TRUSTEES

Dr.S.V. Balasubramaniam - **Chairman** | Dr.R.V. Ramani - **Founder & Managing Trustee**

Dr.P.G. Viswanathan | Dr.S.R. Rao | Dr.S. Balasubramanian | Sri.M.N. Padmanabhan | Sri.J.M. Chanrai | Mrs. Seetha Chandrasekar

18th March 2024

Ms. Srijona Bhadra

B 8/101, Kalyani, Nadia,

West Bengal - 741235.

Sub: Offer Letter

Dear Ms. Srijona Bhadra,

Welcome to the Sankara Family!!!

Congratulations! You are selected to undergo Internship at Sankara from **18th March 2024 to 19th June 2024**. During this period you will be positioned as **"Intern"** at **Mission Head Quarters, Coimbatore**.

- You shall be paid a monthly stipend of **Rs. 20,000/- (Rupees Twenty Thousand Only)** per month with applicable deductions.
- You will not be eligible for any leave during your internship period.
- Only on successful completion of Internship you will be eligible for Completion Certificate.
- On successful completion of internship, you will be absorbed as **"Management Trainee"** for a period of one year with a stipend of **Rs. 45,000/- (Rupees Forty Five Thousand Only)** and continue to report at **Mission Head Quarters, Coimbatore**.
- During Training period you will be eligible for one day Trainee leave per month.
- You shall report to **Ms. Srini Karthikeyan, CPO, Sankara Eye Foundation,India** during **Internship period**
- Your Internship and Training will involve Travel to other unit hospitals. (Travel Policy applicable-travel tickets & accommodation during travel will be borne by SEF, India).
- You may be transferred to other locations during Training period.

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SRI KANCHI KAMAKOTI MEDICAL TRUST
SANKARA EYE HOSPITAL

On the date of joining you are requested to bring

- ✓ Three Passport- size photographs.

Also carry the Originals and photocopies of the following documents:

- ✓ Educational certificates and Mark sheets.
- ✓ Medical Fitness Certificates.
- ✓ PAN Card, Residential Proof and Aadhaar Card.

Submission of the documents mentioned above is mandatory on the Date of Joining.

This Offer of employment is subject to us receiving:

- ✓ Conduct Certificate from your Institution.
- ✓ Documentary evidence of your academic qualifications.

In this process of verification, during your tenure with us, if there are confirmed unfavourable reports of your past experience, banking transactions or social standing your services shall be dis-continued with immediate effect.

Your Training period with Sankara Eye Foundation, India can be discontinued by either side by giving **30 days/1 calendar month** notice or **one month** stipend in lieu of notice without assigning any reason on either side.
Please validate your acceptance immediately on receipt of this mail. Receiving no response within two days from your end will invalidate the offer granted to you.

Our journey together will certainly be inspiring, challenging, rewarding and satisfying.

Wishing you the very best

Bharath Balasubramaniam
President Sankara Eye Hospital
****Kindly acknowledge your acceptance of the terms and conditions by signing this letter and returning a copy at the earliest.****

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FRESENIUS
MEDICAL CARE

Date: 7-Dec-2023

PRIVATE AND CONFIDENTIAL

Fresenius Medical Care India Pvt. Ltd,
SAS Tower-B
Ground Floor, Sector - 38
Gurgaon -122001

Dear Srishte,

Sub: Offer Letter

We are pleased to offer you a position of **Territory Sales Executive** in our organization.

Your annual CTC will be as per *Annexure I*.

Your Joining will be on or before **1st April 2024*.**

Kindly acknowledge your acceptance by mail or in original.

* Final Date of Joining will be communicated in Feb'24.

* This offer is valid subject to successful background verification by third party appointed by Fresenius. By accepting this offer I agree for the same.

Thanks/Regards,

Deepak

Deepak Kumar

Head-Human Resources

Accepted

Srishte

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Near Sanganer Airport, Jaipur-302029

FRESENIUS
MEDICAL CARE

Annexure I

Salary Breakup		
Particulars	**Monthly Break Up**	**Annual Break Up**
Fixed (A)		
Basic Salary	30000	360000
HRA	15000	180000
Special Allowance	26400	316800
Total (A)	**71400**	**856800**
Retirals (B)		
Employer Contribution to EPF	3600	43200
Total (B)	**3600**	**43200**
Fixed Compensation (A+B)	**75000**	**900000**
Variable (C)		
Target Sales Incentive (at 100% achievement) *	**-**	**250000**
Joining Bonus (D)**	**-**	**150000**
Total Sum (A+B+C+D)	**-**	**1300000**

* Terms as per the sales incentive policy, payout happens quarterly

** a) INR 75,000 payout in the first month salary with claw-back clause of 2 years, i.e. full recovery in case employees leaves the org before completing 2 years

b) INR 75,000 payout after completion of 6 months in the org, with claw-back of 2 years, i.e. full recovery in case employees leaves the org before completing 2.5 years

Fresenius Medical Care India Private Limited

CIN- U24231DL2006FTC147436

Regd. Office : S-21, Second Floor, Star City, District Centre, Mayur Palace, Mayur Vihar Phase-1, New Delhi-110091 Web: www.freseniusmedicalcare.asia

Corporate Office Gurgaon :
Ground Floor, SAS Tower-A,
The Medicity, Sec-38,
Gurugram-122001
Tel. : 0124 - 6642500
Fax : 0124 - 6642506

Branch Office Mumbai :
Kanakia Wallstreet, B-207/208,
2nd Floor, Andheri - Kurla Road,
Andheri - 400093
Tel. : 022 - 4217 6500
Telefax : 022 - 4217 6501

Branch Office Kolkata :
Unit No. T2-14A, 14th Floor, Millennium City IT Park,
Tower-II, Block-DN, Plot No.62, Salt Lake Sector V,
Bidhan Nagar, Kolkata-700091
Tel. : 033 - 3090 9000
Telefax : 033 - 3090 9001

Branch Office Chennai :
2nd Floor (VTB Center), Old No-4,
New No-7, South Boag Road,
T. Nagar, Chennai - 600 017
Tel. : 044 - 4396 0900
Fax : 044 - 4396 0915

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FRESENIUS
MEDICAL CARE

Over and above mentioned benefits are also associated.
Mediclaim Benefit- Rs. 4.5 lacs (Individual+Spouse+02 Kids+ Parents)
OPD Benefits-Rs. 5000 (Individual+Spouse+02 Kids)
GPA- Rs. 15 lacs
Gratuity- As per company policy
Company paid mobile and SIM card -Limit as per company policy

Deepak Kumar
Head - Human Resources

Accepted
Srishte

Fresenius Medical Care India Private Limited

CIN- U24231DL2006FTC147436

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Subhapatra (1629)

REV: 06 F-7.2B

March 19, 2024

Letter of Intent

Name:
Address:

Dear Mr./Ms.,

We are pleased to offer you the position on contractual basis with effective from **April 1, 2024** till **March 31, 2025** on following terms and conditions:

1. **Designation: District Program Manager**
2. **Place of Posting: Indore - Division (Alirajpur - District)**
3. **Project: NTEP**
4. **Remuneration:** You shall be paid a gross amount of Rs.**30000/-** per month. The detailed breakup is attached for your reference.
5. If you fail to report by the due date, then this LOI will stand withdrawn and cancelled.
6. **Training Period:**

   The first three months of your Appointment will be a training period during which your performance for the position to which you have been appointed will be assessed. The Management reserves the right to extend your appointment based on your performance. At the end of the training period, you will be informed in writing about the extension. In the absence of written confirmation, your appointment shall stand terminated automatically without any liability to make any payment of economic compensation on the part of the foundation. Further, if the foundation incurs additional training costs on you during this period and you abscond from your services, the foundation shall be eligible to recover the cost of training from you.
7. **Duration of contract:**

- The project appointment/ contract will be renewed on satisfactory performance of your assignment (including achievement of targets and/or such other criteria) as may be decided by Management and on mutual agreement. Unless, renewed, the contract/ appointment shall stand automatically terminated on expiry of period of contact/ project without any notice or compensation.
- Be it clearly understood and agreed that the vacancy for fixed period employment is being made on contractual basis for a fixed period as stated above. Your contractual appointment will automatically come to an end on the expiry of the specified period and no notice pay or retrenchment compensation will be payable to you by the management. Since your appointment is being made for a specified period, you will neither have any right nor a lien on the post held by you. Also, you will not claim regular employment even if there is such a vacancy for the post held by you or otherwise.

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- No compensation or remaining wages for unexpired period of contractual and fixed period of appointment will be payable by the foundation if your services are terminated before the aforesaid specified and fixed period of your service.

8. Your appointment is being made on the basis of your particulars such as qualifications etc. as given by you in your application for employment and in case of any information as given by you is found false or incorrect, your appointment will be deemed void ab initio and liable for termination without any notice or salary in lieu of notice.
9. In case of any dispute arising out of this offer or pertaining to your employment, the place of jurisdiction will be Vadodara only.
10. Your address as indicated in your application for appointment shall be deemed to be correct for sending any communication to you and every communication addressed to you at the given address shall be deemed to have been served upon you.

10 In case there is any change in your residential address you will intimate the same in writing to the HR Dept. within three days from the date of such change and get such change of address recorded.

11 Entitlements:

- You will be entitled to 12 casual leaves (CL), 6 Sick Leave (SL) & 20 Privilege leaves (PL) per year. However, during the first six month of your association you will be entitled to only one CL per month.
- Apart from the above, Individual Accident Policy (GPA) and Mediclaim Policy is extended to all the employees as per the Organization policy.

12 Reporting:

Your operational and functional reporting authority would be **State Project Coordinator.**

13 **Confidentiality:**

- You shall not disclose any material information relating to the affairs of the organization, its activities, either existing or proposed to any person/organization/agency other than those authorized by the organization for the purpose assigned.
- You are expected to comply to the organizational policy on confidentiality of information which will be given to you. Therefore, you will maintain strict secrecy and confidentiality of the discussions which you may have with the organization from time to time. You will have to safeguard and preserve all the data/notes/material/pamphlets/brochures or any other document which the organization may hand over to you from time to time to discharge your duties under this contract.
- You shall have to acknowledge that any data/documents of the project allocated to you is foundation's property and will be handed over to the foundation on completion of the assigned task or as and when the organization desires. The data cannot be used for any publication without approval of the Director.
- If any work/data/content is plagiarized/copied/pasted for any person/organization/agency other than those authorized by the organization for the purpose assigned, the Foundation will be liable to take strict legal action against you.

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14 Others:

- You are required to join Provident Fund Scheme as per statutory requirements of PF Act
- You will diligently and faithfully carry out duties entrusted to the best of your abilities and skills. You will follow the instructions given to you by your superiors and other executives in connection with the activities of the Foundation.
- You will be expected to abide by all the rules laid down by the management from time to time.
- In case you do not respond to telephone calls or email for official purpose within 8 hours, it will be considered as your leave without pay.
- As per the policy of the Foundation, an employee must complete tenure of 9 months till March to get eligible for an increment for a particular financial year.
- The accommodation at Foundation guest house at all locations (subject to availability) is chargeable. For tariffs and other details, you are requested to contact In-Charge- Admin.
- You will be responsible to deliver all the task and assignments given by reporting head.
- You shall, submit all the following documents in softcopy before 48 hours of reporting for duty and your appointment shall be subject to the assessment or verification of the said documents being found in order:
    a) Physical fitness certificate
    b) 2 Photographs, Cancelled Cheque
    c) PAN Card & Adhaar Card are Mandatory.
    d) Address Proof
    e) Driving licence
    f) Copies of 10th, 12th, Degree/Diploma Certificates of educational qualification
    g) Salary certificate of last salary drawn or last 3 salary slips
    h) TB Report Mandatory
    i) Covid Vaccine Certificate
    j) Resignation Copy & Relieving Certificate
    k) Certificate in support of claim of belonging to scheduled caste/scheduled tribe
- You are expected to work in any location of the Foundation in case of emergency, if required.

15 Termination of contract:

- ❖ In case the project is completed/terminated before the end of contract, the contract will stand terminated
- ❖ During the contract period, the contract may be terminated by the organization at any time without assigning any reasons or notice or compensation, if your performance is not found to be satisfactory by the organization
- ❖ In any other case, in order to terminate the contract, you are required to give **two months of notice** or net salary in lieu thereof for appropriate exit policy and smooth handholding.

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- You are to attend all official duties during the "notice period" of **two months** and the same cannot be adjusted against your leave entitlement.
- Notwithstanding anything hereto contained, your services shall be liable to be terminated with immediate effect in any of the following events:
    a) Failure or refusal to carry out duties or gross negligence of duties
    b) Misconduct, fraud, insubordination, insolence or act of moral turpitude
    c) Dishonesty or embezzlement or accepting of commission from anybody
    d) Placing personal consideration of any nature above the Foundation's interest in any matter
    e) Unauthorized absence for a continuous period of 8 days or more
    f) Breach of any of the terms of this contract
    g) Or found unfit by the organization for any other reason

This letter is issued in duplicate. Please sign and return the duplicate copy in token of your having accepted the contract and the terms and conditions governing the same.

Particulars	Amount (Rs.)	Deductions	Amount (Rs.)
Basic	15000	PF employee	1800
HRA	6000	Professional tax	200
Transport Allowance	1983		
Location Allowance	1983		
Personal Development Allowance	1984	**Total Deduction**	2000
Gross Salary	**28200**		
PF Employer	1800		
Gross Package	**30000**	**Net salary (Gross Salary-Total Ded)**	**26200**

Ms. Trupti Shetty
Assistant Manager HR

Declaration by the Employee

I unconditionally accept the terms and conditions mentioned in the aforesaid appointment letter and agree to be abide by them.

Signature of the Employee

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1630

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Ernst & Young LLP
3rd & 6th Floor
Worldmark-1
IGI Airport Hospitality District Aerocity
New Delhi - 110 037, India
Phone: +91 11 6671 8000
Fax: +91 11 6671 9999

27 December 2023

Ms. Sucharita Mahajan
254,green avenue, Amritsar, 143001

Your appointment as Executive in Strategy and Transactions.

Dear Sucharita,

With reference to your application and the subsequent interview(s) you have had with us, we are pleased to confirm your appointment for the above position in **Ernst & Young LLP** subject to the following terms and conditions. Further, we understand that you have appeared / will be appearing for Final exams. This appointment is subject to you clearing said exams. In case you are unsuccessful this appointment will automatically be void.

1. Job Title

You shall be designated as **Executive** in Band **5.**

The designation and band are for reference only and do not entitle you to any benefit other than as has been specified in this letter, or intimated to you in writing in respect, thereof. The Management retains the right at all times to change / modify / amend the titles/ designations or to rearrange the band structure, which may impact the above fact.

2. Annual compensation

a. Your annual compensation including benefits, allowances, and perquisites, if any, payable by the Firm is **INR 8,00,000 per annum (Rupees Eight Lakh Only)**. A typical break up is provided as an Illustration in Annexure A to this Agreement.

b. Your eligibility to performance linked bonus is driven by firm's performance bonus policy. This component, if eligible, is in addition to your annual compensation.

c. The performance bonus scheme is subject to revision at the discretion of the Firm's Management.

d. Besides this you will be eligible for Gratuity as per Payment of Gratuity Act, 1972. You may note that as per the Act provisions there is an upper limit of 20 Lakh.

e. Your compensation will be subject to income tax as per the provisions of the Income Tax Act, 1961.

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f. It is further clarified that post your appointment with the firm you will not be covered under the current year's PMDP cycle (Performance Management & Development Process) and will be covered only from the next year cycle.

3. Date of joining

As agreed, you shall join the services of the Firm on **08 July 2024.**

4. Probation

You shall be on probation for a period of (6) months from your date of joining, the period of which may be further extended at the discretion of the Management. After completion of the probation period and subject to your performance your appointment shall be confirmed in writing.

5. Retirement

Your retirement age shall be 60 years.

6. Transferability

Your initial place of posting will be **NCR-New Delhi (Aerocity).** However, your services are liable to be transferred from one location to another, anywhere in India.

7. Notice period and termination

a. During the probation period described above, either party may terminate the employment by giving 2 month's notice or 2 month's salary in lieu of notice, to the other party, subject to the release date being approved by the reporting partner.

b. After confirmation of services, either party may terminate the employment by giving a minimum of 3 months' notice to the other party. The Firm may, at its discretion, with or without conditions, agree to waive off this notice period requirement of 3 months, either wholly or partly.

c. The Firm may terminate / suspend your services, at its discretion, at any time immediately upon written notice to you, if it has been alleged and prima facie established, through preliminary internal enquiry that you have committed (i) any heinous criminal act or any offence involving moral turpitude (the term "Moral Turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general.), (ii) sexual harassment (adjudicated guilty as per the Firm's policy and local laws) or (iii) other act that threatens or is likely to damage Firm's reputation.

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8. Code of Conduct and Policies

a. You shall at all times carry out such duties and responsibilities as may be assigned to you by the Firm and shall faithfully and diligently perform these in compliance with established policies and procedures, endeavouring to the best of your ability to protect and promote the interests of the Firm.

b. You will be bound by the Firm's Code of Conduct and all other rules, regulations, policies and orders issued by the Firm from time to time in relation to your conduct, discipline and service conditions such as leave, work hours, dress policy, etc., as if these rules, regulations, policies et al, were part of this contract of appointment.

c. Without prejudice to the generality of the foregoing, you shall at all times comply with the Firm's policies and procedures (as may be intimated from time to time on the Firm's intranet or through the Firm's newsletters and webcasts or other written means), including but not limited to matters relating to independence, anti-bribery, prevention of insider trading.

9. Confidentiality

a. **Remuneration:** You shall at all times keep the details of your salary and employment benefits at the Firm strictly confidential, and shall not disclose such details to any other person within the Firm.

b. **Use of Firm's name:** You shall use the Firm's name, logo, trademark or other identifiers strictly in the manner permitted by the Firm's policies, or for the purposes of provision of services delegated to you to the extent required. Upon termination of your employment with the Firm, you shall not use the Firm's name, logo, trademark or other identifiers in any manner other than what is already a matter of public knowledge, provided however, you will not be in breach of this clause if you make reference to the Firm's name solely to describe your former association with the Firm subject to the confidentiality obligations which the Firm might have undertaken in relation to any of its clients, vendors or other Firm's personnel.

c. **Information:** You shall always maintain the highest degree of confidentiality with respect to the records, documents and other Confidential Information relating to the business of the Firm which may be known to you or confided in you by the Firm, its representatives, authorised personnel, vendors, sub-contractors, clients, etc., by any means and you will use such records, documents and information only in a duly authorised manner in the interest of the Firm. For the purposes of this clause, 'Confidential Information' means information about the Firm's business and that of its customers, sub-contractors, business partners or agents which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the Firm, its customer lists, employment policies, personnel, and information about the Firm's products, processes including ideas, concepts, projections, technology, manuals, drawings, designs, specifications, sales pitches, fees quotes, tender information, key personnel, customer contacts, thought leadership papers, resumes, records and other documents containing such Confidential Information, whether such information was disclosed to or accessed by you prior to or after the date hereof. You shall at all times, whether during or after the termination of your employment, act with utmost fidelity and not disclose or divulge Confidential Information to any third party or make use of any such information for your own benefit.

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d. At no time will you remove any Confidential Information from the Firm's offices without the permission of your reporting manager save and except for the purposes of performing the duties assigned to you in your capacity as an employee of the Firm. Upon termination of your employment with the Firm, or otherwise upon the Firm's request, you will immediately surrender to the Firm all files, books, magazines, reports, documents, manuals, audio and video tapes, discs, any knowledge databases entrusted to you, and any other data, information or material containing or reflecting Confidential Information. If the Firm requests, you shall also confirm in writing to the Firm that you have complied with this clause.

e. You acknowledge and agree that disclosure of any portion of the Confidential Information or any breach of the provisions herein may result in irreparable injury and damage to the Firm which will not be adequately compensable in monetary terms , that the Firm will have no adequate remedy at law therefor, and that the Firm may, in addition to all other remedies available to it at law or in equity, obtain such preliminary, temporary or permanent mandatory or restraining injunctions, orders or decrees as may be necessary to protect the Firm against, or on account of, any breach by you of the provisions contained herein, and you agree to reimburse the reasonable legal fees and other costs incurred by the Firm in enforcing the provisions of this Agreement. In addition, the Firm will be within its rights to (i) advertise for public knowledge / notice (ii) notify to your prospective employer or regulatory body, any impropriety or breach of confidentiality obligations hereunder, at its absolute discretion.

f. Your duty to safeguard and not disclose, share or publish Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Firm.

10. Non- Compete

a. You represent and warrant to the Firm that you are under no contractual, fiduciary, professional or other obligation or commitment that prevents you from entering into this Agreement, or is otherwise inconsistent with your obligations under this Agreement. If you were previously employed with another organisation, you represent and warrant to us that you have returned all property and confidential information belonging to any prior employer and do not have any outstanding issues/ unfulfilled employment obligation pending with your previous employer having legal ramifications / consequences for you or for us.

b. During your employment with the Firm, you will devote your whole time, attention and skill for its business and you shall not, except with the written permission of the Firm, engage directly or indirectly in any other business, profession, occupation or other commercial activity, whether as a principal, agent, contractor, consultant or otherwise, whether full-time or part-time.

c. You hereby agree not to directly or indirectly compete with the business of the Firm and its successors and assigns during the term of the Agreement and for a period of two years following the expiration or termination of this Agreement and notwithstanding the cause or reason for termination.

d. You will have to seek prior permission from the Firm for any employment with a client of the Firm or any other organization working with a client of the Firm, whose assignment you have worked on directly.

e. Subsequent to your separation from the Firm, for a period of twelve months, you will not without the consent of the Firm take up any job or assignment, either full time or otherwise,

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directly or indirectly for or on behalf of any other organization working with a client of the Firm, whose assignment you have worked on in the twelve months immediately preceding your separation from the Firm,.

11. Intellectual Property

In consideration of this Agreement and of the salary agreed to be paid in consideration hereof, you agree as follows:

a. The Firm shall own (as its exclusive property, free from any obligations towards you) all Intellectual Property developed or conceived by you solely or jointly with others during the period of your employment; This includes but is not limited to Intellectual Property that:

- is along the lines of the businesses, work or investigations of the Firm to which your employment relates or as to which you may receive information due to your employment
- result from or is suggested by any work which you may do for the Firm
- are otherwise made through the use of Firm's time, facilities or materials.

b. Not to disclose or utilize in your work with the Firm, any Confidential Information of others (including any prior employers) or any inventions or innovations of others without express permission.

c. To execute all necessary papers and otherwise provide proper assistance (at the Firm's expense), during and subsequent to your employment, to enable the Firm to obtain for itself or its nominees all patents, copyrights, or other legal protection for such Intellectual Property in any and all countries.

12. Personal Data

During the course of your employment with the Firm, you may provide the Firm with confidential data or information that can be linked to you personally, or otherwise personally identifies you, including but not limited to your financial information, email address, addresses, telephone numbers, shareholdings, physiological and/or mental health information, and medical records and history (your Personal Data). You acknowledge that the Firm may collect, use, transfer, store or otherwise process (Process) such Personal Data as required per the Firm's policies, to facilitate the conduct of the Firm's business, to conduct background checks, check conflicts or maintain independence, finance and accounting purposes or for quality and risk management purposes The Firm will Process your Personal Data in accordance with applicable law and professional obligations and shall ensure that any service provider who Processes Personal Data on our behalf adheres to such requirements.

You hereby consent to the Processing of your Personal Data in the manner described above, whether by the Firm or any service provider on the Firm's behalf.

13. Miscellaneous

a. The following annexures form an integral part of this Agreement:

Annexure A - Illustrative compensation break-up

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b. **Additional Documents**: You may also be required to execute additional documents, declarations and/or deeds as (i) per the Firm's policy as may apply to you / your nature of services as well as (ii) per any requirement of law of the jurisdiction where you might be required to work as a part of your employment with us, depending upon your job requirements and/or (iii) per the requirement of any professional, industry or other regulatory body and/or (iv) to meet any specific client request and/or (v) per the Firm's exclusive discretion.

c. **Supersedes previous agreement**: This Agreement supersedes and replaces any existing Agreement between the Firm and you, relating generally to the same subject matter. It may not be modified or terminated, in whole or part, except in writing signed by an authorized representative of the Firm. This Agreement shall include all written deeds, documents, declarations, bonds and undertakings signed by you pursuant to and arising out of this document. Discharge of your financial undertakings (if any), in this Agreement shall be an obligation of your executors, administrators, or other legal representatives or assigns.

d. **Severability**: If any provision contained in this Agreement is held to be invalid or unenforceable, the remaining provisions of this Agreement shall be construed as if such provision did not exist, and the unenforceability or invalidity of such provision shall not be held to render any other provision of this Agreement unenforceable or invalid.

e. **Conditions precedent**: This appointment is valid subject to (a) your being medically fit, (b) your furnishing at the time of joining, documents in proof of your having been relieved by your present employer, and (c) our receiving satisfactory references on your background.

f. **Privity of contract**: The terms of this Agreement may only be enforced by a party to this Agreement.

g. **Governing law and dispute resolution**: This Agreement, including all matters relating to its validity, construction, performance and enforcement, shall be governed by and construed in accordance with Indian law. In case of any dispute in relation to this Agreement the decision of the Management of the Firm shall be final and binding.

h. **Certificate of Practice**: If you currently hold a Certificate of Practice (CoP) issued by the Institute of Chartered Accountants of India, you hereby undertake to surrender the CoP with immediate effect, and provide us with evidence thereof. If you are a Chartered Accountant and do not currently hold a CoP issued by the Institute of Chartered Accountants of India, you hereby undertake not to apply for such CoP unless instructed or required by the Firm to do so.

i. You will disclose any directorships, trusteeships or other personal appointments held by you. You will consult and inform the Firm's Risk Management team of appointments and will immediately surrender any prohibited position as advised by them and disclose the positions permitted per the Firm's policies on the Directorship Evaluation Tool (DET) within 15 days of your date of joining. You will further notify or obtain prior approval, as applicable, from the Risk Management team, for any changes in the appointments that you may hold in the future.

Please signify your acceptance of these terms and conditions of employment by signing the duplicate copy of this Agreement and return the same to us for the Firm's records.

Yours sincerely,

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Building a better working world

For Ernst & Young LLP

Anshula Verma

Authorised Signatory

I hereby accept the position and terms and conditions of employment offered and also provide my acceptance to all the annexures (if any) with the offer letter.

Signature Sucharita Digitally signed by Sucharita Date: 2023-12-27 14:41:48+05:30 Date Dec 27, 2023

Sucharita Mahajan

Registrar
The IIHMR University
1, Prabhu Dayal Marg
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Annexure A

Illustrative compensation break-up

Particulars	Annual Values (INR)	
(A) Salary Components		**7,60,800**
Basic Salary:		3,20,400
House Rent Allowance:		1,60,200
Special Allowance:		79,800
Conveyance Allowance:		2,00,400
(B) Other Perquisites		**39,200**
Firm's Contribution to Provident Fund:		38,448
Year End Ex-Gratia		752
(C) Annual Fixed Compensation *(A+B)*		**8,00,000**
(D) Other Benefits		**35,404**
Gratuity (accrual)		15,404
Firm's contribution towards Medical insurance		20,000
(E) Total Compensation *(C+D)*		**8,35,404**
(F) Annual performance bonus (earning potential)	**Min. 0%**	**Max. 15%**
	0	1,20,000
Annual total earning potential (E+F)	**8,35,404**	**9,55,404**

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Please note that Permanent Account Number (PAN) is mandatory for salary processing. If you do not have a PAN already, then please apply for the same at the earliest.

1. House Rent Allowance (HRA): This will be 50% of your basic salary.
2. Special Allowance: Special Allowance will be in the range of 0% to 10% of the annual fixed compensation.
3. Conveyance Allowance: Conveyance allowance will be the balancing figure in your compensation structure.
4. Telephone Reimbursement: If opted for, you will be eligible for a reimbursement of INR 12000/- per annum. You may choose to claim up to a maximum of three bills namely, mobile, landline and broadband. Upon selection, it will get adjusted from conveyance allowance.
5. Leave Travel Allowance (LTA): If opted for, it will be equivalent to 12.50% of your basic salary, subject to maximum of INR 50,000/- per annum. Upon selection, it will get adjusted from conveyance allowance.
6. Provident Fund (PF): This will be as per the Employee's Provident Funds and Miscellaneous Provisions Act 1952. If you are an active member of PF, it will be mandatory for you to opt for the same. If not opted for, conveyance allowance will be adjusted accordingly.
7. Gratuity: You will be eligible for Gratuity as per the Payment of Gratuity Act 1972.
8. You will be eligible for medical insurance coverage for self, spouse, two children and parents/parents in-law up to INR 3 lac per annum, subject to your declaration as per the policy. Additionally, you, spouse and two children will be covered for critical illness cover of INR 10 lacs.
9. In the unfortunate case of death of an employee, the Firm extends financial support to the family up to three times of the last drawn annual CTC of the deceased employee. The minimum amount for this financial support will be INR 25,00,000.

Please note that all the benefits/coverage mentioned above are governed by the Firm's policies and/or statutory law, as applicable.

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REV: 06 F-7.2B

March 19, 2024

Letter of Intent

Name:
Address:

Dear Mr./Ms.,

We are pleased to offer you the position on contractual basis with effective from **April 1, 2024** till **March 31, 2025** on following terms and conditions:

1. **Designation: District Program Manager**
2. **Place of Posting: Indore - Division (Alirajpur - District)**
3. **Project: NTEP**
4. **Remuneration:** You shall be paid a gross amount of Rs.**30000/-** per month. The detailed breakup is attached for your reference.
5. If you fail to report by the due date, then this LOI will stand withdrawn and cancelled.
6. **Training Period:**

   The first three months of your Appointment will be a training period during which your performance for the position to which you have been appointed will be assessed. The Management reserves the right to extend your appointment based on your performance. At the end of the training period, you will be informed in writing about the extension. In the absence of written confirmation, your appointment shall stand terminated automatically without any liability to make any payment of economic compensation on the part of the foundation. Further, if the foundation incurs additional training costs on you during this period and you abscond from your services, the foundation shall be eligible to recover the cost of training from you.
7. **Duration of contract:**

- The project appointment/ contract will be renewed on satisfactory performance of your assignment (including achievement of targets and/or such other criteria) as may be decided by Management and on mutual agreement. Unless, renewed, the contract/ appointment shall stand automatically terminated on expiry of period of contact/ project without any notice or compensation.
- Be it clearly understood and agreed that the vacancy for fixed period employment is being made on contractual basis for a fixed period as stated above. Your contractual appointment will automatically come to an end on the expiry of the specified period and no notice pay or retrenchment compensation will be payable to you by the management. Since your appointment is being made for a specified period, you will neither have any right nor a lien on the post held by you. Also, you will not claim regular employment even if there is such a vacancy for the post held by you or otherwise.

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- No compensation or remaining wages for unexpired period of contractual and fixed period of appointment will be payable by the foundation if your services are terminated before the aforesaid specified and fixed period of your service.

8. Your appointment is being made on the basis of your particulars such as qualifications etc. as given by you in your application for employment and in case of any information as given by you is found false or incorrect, your appointment will be deemed void ab initio and liable for termination without any notice or salary in lieu of notice.

9. In case of any dispute arising out of this offer or pertaining to your employment, the place of jurisdiction will be Vadodara only.

10. Your address as indicated in your application for appointment shall be deemed to be correct for sending any communication to you and every communication addressed to you at the given address shall be deemed to have been served upon you.

10 In case there is any change in your residential address you will intimate the same in writing to the HR Dept. within three days from the date of such change and get such change of address recorded.

11 Entitlements:

- You will be entitled to 12 casual leaves (CL), 6 Sick Leave (SL) & 20 Privilege leaves (PL) per year. However, during the first six month of your association you will be entitled to only one CL per month.
- Apart from the above, Individual Accident Policy (GPA) and Mediclaim Policy is extended to all the employees as per the Organization policy.

12 Reporting:

Your operational and functional reporting authority would be **State Project Coordinator.**

13 **Confidentiality:**

- You shall not disclose any material information relating to the affairs of the organization, its activities, either existing or proposed to any person/organization/agency other than those authorized by the organization for the purpose assigned.
- You are expected to comply to the organizational policy on confidentiality of information which will be given to you. Therefore, you will maintain strict secrecy and confidentiality of the discussions which you may have with the organization from time to time. You will have to safeguard and preserve all the data/notes/material/pamphlets/brochures or any other document which the organization may hand over to you from time to time to discharge your duties under this contract.
- You shall have to acknowledge that any data/documents of the project allocated to you is foundation's property and will be handed over to the foundation on completion of the assigned task or as and when the organization desires. The data cannot be used for any publication without approval of the Director.
- If any work/data/content is plagiarized/copied/pasted for any person/organization/agency other than those authorized by the organization for the purpose assigned, the Foundation will be liable to take strict legal action against you.

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14 Others:

- You are required to join Provident Fund Scheme as per statutory requirements of PF Act
- You will diligently and faithfully carry out duties entrusted to the best of your abilities and skills. You will follow the instructions given to you by your superiors and other executives in connection with the activities of the Foundation.
- You will be expected to abide by all the rules laid down by the management from time to time.
- In case you do not respond to telephone calls or email for official purpose within 8 hours, it will be considered as your leave without pay.
- As per the policy of the Foundation, an employee must complete tenure of 9 months till March to get eligible for an increment for a particular financial year.
- The accommodation at Foundation guest house at all locations (subject to availability) is chargeable. For tariffs and other details, you are requested to contact In-Charge- Admin.
- You will be responsible to deliver all the task and assignments given by reporting head.
- You shall, submit all the following documents in softcopy before 48 hours of reporting for duty and your appointment shall be subject to the assessment or verification of the said documents being found in order:
    a) Physical fitness certificate
    b) 2 Photographs, Cancelled Cheque
    c) PAN Card & Adhaar Card are Mandatory.
    d) Address Proof
    e) Driving licence
    f) Copies of 10th, 12th, Degree/Diploma Certificates of educational qualification
    g) Salary certificate of last salary drawn or last 3 salary slips
    h) TB Report Mandatory
    i) Covid Vaccine Certificate
    j) Resignation Copy & Relieving Certificate
    k) Certificate in support of claim of belonging to scheduled caste/scheduled tribe
- You are expected to work in any location of the Foundation in case of emergency, if required.

15 Termination of contract:

- ❖ In case the project is completed/terminated before the end of contract, the contract will stand terminated
- ❖ During the contract period, the contract may be terminated by the organization at any time without assigning any reasons or notice or compensation, if your performance is not found to be satisfactory by the organization
- ❖ In any other case, in order to terminate the contract, you are required to give **two months of notice** or net salary in lieu thereof for appropriate exit policy and smooth handholding.

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- You are to attend all official duties during the "notice period" of **two months** and the same cannot be adjusted against your leave entitlement.
- Notwithstanding anything hereto contained, your services shall be liable to be terminated with immediate effect in any of the following events:
    a) Failure or refusal to carry out duties or gross negligence of duties
    b) Misconduct, fraud, insubordination, insolence or act of moral turpitude
    c) Dishonesty or embezzlement or accepting of commission from anybody
    d) Placing personal consideration of any nature above the Foundation's interest in any matter
    e) Unauthorized absence for a continuous period of 8 days or more
    f) Breach of any of the terms of this contract
    g) Or found unfit by the organization for any other reason

This letter is issued in duplicate. Please sign and return the duplicate copy in token of your having accepted the contract and the terms and conditions governing the same.

Particulars	Amount (Rs.)	Deductions	Amount (Rs.)
Basic	15000	PF employee	1800
HRA	6000	Professional tax	200
Transport Allowance	1983		
Location Allowance	1983		
Personal Development Allowance	1984	**Total Deduction**	2000
Gross Salary	**28200**		
PF Employer	1800		
Gross Package	**30000**	**Net salary (Gross Salary-Total Ded)**	**26200**

Ms. Trupti Shetty
Assistant Manager HR

Declaration by the Employee

I unconditionally accept the terms and conditions mentioned in the aforesaid appointment letter and agree to be abide by them.

Signature of the Employee

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

1631

KRISHIV
Health Care

DATED: 29TH MAY,2024

Mr. Suneet Mukherjee

We are pleased to offer you position of "MANAGEMENT TRAINEE" in the Department of "OPERATION/MARKETING/QUALITY/ADMINISTRATION" of our organization for SKMH, Jaipur, Rajasthan (A Unit of Krishiv Health Care, Jaipur) on mutually agreed terms and conditions during the interview. Please proceed to join your duty at the earliest but not later than 15th June, 2024.

Your appointment shall be effective from the date of joining. To enable us to complete you're joining formalities, please bring along following documents in original with a self-attested photocopy at the time of joining our organization.

1. All Academics Certificates from SSC / equivalent onwards.
2. School leaving certificate / any proof of Date of birth.
3. PAN Card.
4. Aadhar Card.
5. Copy of Resignation Certificate duly acknowledged.
6. Relieving Letter from last employment.
7. Passport size photographs -6 nos.
8. Proof of two past employments.
9. Proof of last drawn salary - salary slip /bank transfer advice/ appointment/Increment letter.
10. Passport, if available.
11. Covid Vaccine Certificate.
12. Address proof (Voter's ID/ Ration card / E-Bill/ DL/ Adhar card).
13. One Cancelled Bank Cheque.
14. Any other document like Appreciation Letter, Award Certificate obtained during job.

Your appointment is subjected to verification of all the documents, medical check-up report and reference check. Your appointment is contractual in nature. Please note that delay in joining beyond the specified date mat result in cancellation of this offer.

Please sign & return a copy of this letter as acceptance of the offer within 48 hours. This is a confidential document and cannot be shared by you with any third party.

For SKMH, Jaipur,
(A unit of Krishiv Health care)

Authorized signatory

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Sardarmal Khandaka Memorial Hospital
Hathoj, Kalwar Road, Jaipur - 302012
Phone : +91 141 2860259
Mobile : +91 9251005842
Email : info@krishivhealthcare.com
www.krishivhealthcare.com

Anita Thapa

From: *Vinod Tejwani*
Sent: *20 May 2025 17:17*
To: *Anita Thapa*
Subject: *FW: REGARDING RECRUITMENTS*

Follow Up Flag: *Follow up*
Flag Status: *Flagged*

With Regards,

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

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From: KRISHAN GOPAL KUMAWAT <kg_kumawat@yahoo.com>
Sent: 29 May 2024 03:55 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Kirti Agarwal <kirti@iihmr.edu.in>; kirtika.singh18@gmail.com
Subject: REGARDING RECRUITMENTS

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Vinod Tejwani

Thank you so much for your coordination and support for hiring freshers. Based on the interaction and interview process done on 27th May 2024 at IIHMR University Jaipur , we have selected below candidates for positions at Krishiv Healthcare. All of them will be kept on 6 months' probation period and during probation period we will pay Rs. 25000/- per month for each student as a stipend. After completion of 6 months' probation period we will finally appoint them on our permanent roll with a salary between 6 LPA- 7.2 LPA based on performance with extra perks if any.

		During Training		Post Submission of Degr	
Candidate Name	**Unit Name**	**Designation**	**Stipend P.M.**	**Designation**	**C**
Dr. Manya Saraswat	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager-Operations/ Quality/ Supply Chain/ any other	6
Dr. Akshat Tomar	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager-Operations/ Quality/ Supply Chain/ any other	6
Mr. Ashok Sharma	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager Operations/ Quality/ Supply Chain/ any other	6
Ms. Himani Sharma	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager-Operations/ Quality/ Supply Chain/ any other	6

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Ms. Swati Saha	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager- Operation/Quality/ Supply Chain/ any other	6
Mr. Suneet Mukherjee	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager- Operations/ Quality/ Supply Chain/ any other	6

We request your support in sharing these letters with the respective students and we would appreciate it if you could share the signed copies of these letters with us.

With Regards,

Human Resource

Krishiv Healthcare

Contact us -0141-2860259

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

niva Bupa
Health Insurance

Letter Of Intent

Date: 5th October 2023

Name: Dr. Sunidhi Guraba

Location: Gurgaon

Dear Dr. Sunidhi

1. We are pleased to inform that you have been shortlisted for the position of **CREST Management Trainee** in Underwriting Department in **Niva Bupa Health Insurance.**
2. Your date of joining would be June 2024, failing which, this offer letter shall automatically stand withdrawn and cancelled from date of issuance of this letter, until otherwise the same is mutually agreed and revised accordingly.
3. This letter is only **Letter of Intent** and formal offer letter will be issued to you by January 2024.
4. Your annual compensation breakup shall be as below:

   - **Fixed*: INR 12,00,000/-**
   - **Performance Pay*: INR 1,20,000/-**

   ***Fixed CTC is subject to Statutory, Tax deduction as applicable.**
   ***Performance Pay may vary as per the performance rating by NBHI.**

5. **Please carry original and submit the copies of the following documents on the day of joining:**

   a. PAN Card and E- Aadhaar Card
   b. X & XII passing certificate.
   c. Graduation and Post-Graduation - Degree and Marksheet
   d. Cancel Cheque

6. **However, in the event of any misconduct by you, this letter of Intent shall automatically stand withdrawn and cancelled from date of issuance of this letter.**

We look forward to welcoming you, and wish you all the best for this exciting new journey.

For Niva Bupa Health Insurance

Shibani Mandal

Authorized Signatory

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

1632

niva Bupa Health Insurance

Privileged & Confidential

10-06-2024

SUNIDHI GURABA
Noida - NOC,Noida, Uttar Pradesh, India, (Branch Location)

OFFER LETTER

Dear **SUNIDHI,**

We are pleased to offer you the position of **Crest - Management Trainee** in **Band M6**, subject to the following terms and conditions:

1. This offer remains subject to the terms of the appointment letter to be executed by you on the day of joining and to the procedures, policies, benefits and other terms of Niva Bupa Health Insurance (NBHI), which will be provided to you at the time of your joining or communicated to you from time to time. All such procedures, policies and benefits will be subject to our periodic review and can be changed with or without notice.
2. You will be based at **Noida - NOC,Noida, Uttar Pradesh, India, (Branch Location)** and will be reporting to **Senior Vice President - Retail On boarding & Group Pricing - Underwriter** .
3. A detailed break-up of your compensation is in the attached **Annexure I**. The compensation, including incentives or rewards shall be subject to tax deducted at source as per the applicable tax laws.
4. This offer is subject to verification of your credentials and background, completion of all necessary documentation, reference check to our satisfaction.
5. Subsequent your acceptance to this offer, you will receive communication on our on-boarding process along with the list of documents to be shared with us.
6. Please note that your employment with NBHI will be "at will" and is not for a specified period. Hence, either you or NBHI may terminate the employment relationship at any time, with or without cause.
7. You acknowledge that no prior verbal or prior written agreements, prior promises or representations that are not specifically stated in this offer will be binding on us.
8. This document is privileged and confidential. You will maintain confidentiality and secrecy and will not disclose any of the contents of this offer to any third party.

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9. If you are in agreement with the above terms, you are requested to revert to the undersigned not later than **12-06-2024** by signing this offer letter and returning it to the address provided below or sending your acceptance by way of an email to the undersigned, failing which, this offer will expire.

We look forward to long lasting and mutual beneficial relationship and are confident that your abilities will play a key role in our company.

Yours sincerely,
For Niva Bupa Health Insurance

Mohit Marwaha
Vice President & Head - Talent Acquisition, HRBP & HR Operations

EMPLOYEE ACCEPTANCE
I accept this offer of employment with the Company under the terms set forth in this offer letter:

SUNIDHI GURABA

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

ANNEXURE I

1	Designation	**Crest - Management Trainee**. You will report to **Senior Vice President - Retail On boarding & Group Pricing - Underwriter**
2	Fixed Pay (FP)	INR **12,00,000/-**per annum, including all Retirals and Flexible Pay
3	Variable Pay	Annual Performance Bonus (as per Company Policy)
4	Date of Joining	**08-07-2024** or before
5	Place of work	**Noida - NOC,Noida, Uttar Pradesh, India, (Branch Location)**

Notes:

Post your joining, a detailed Appointment letter entailing employment terms will be issued to you

All payouts will be subject to deduction of tax at source, in accordance to Income Tax Act, 1961 and all other Central and State legislation applicable to your base location

EMPLOYEE ACCEPTANCE:

I accept this offer of employment with the Company under the terms set forth in this offer letter.

SUNIDHI GURABA

Mohit Marwaha
Vice President & Head - Talent Acquisition, HRBP & HR Operations

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Salary Bifurcation

Name :SUNIDHI GURABA

Title :Crest - Management Trainee

Band : M6

Part A -FIXED PAY – SALARY COMPUTATION

SALARY COMPUTATION	
Components	**Per Annum**
Basic	4,20,000
House Rent Allowance (HRA)	2,10,000
Provident Fund (Employer Contribution)*	50,400
Gratuity**	20,160
Special Allowance***	4,99,440
Total Fixed Pay	**12,00,000**

Provident Fund: *The PF contribution (Company & Employee share), as per the provisions laid in Provident Fund Act, 1952, shall be deducted from your TFP and deposited to RPFC*

Gratuity: *Gratuity is payable as per provisions under Payment of Gratuity Act, 1972*

Special Allowance *includes Flexi Pay component, details of which are available in the Flexi Pay policy.*

Part B -VARIABLE PAY - Annual Performance Bonus (as per Company Policy)

Part C -MEDICAL BENEFITS

Life Insurance	2.5 times of Total Fixed Pay or Min 10 Lacs
Health Insurance	5,00,000
Accidental Death Benefit	10,00,000

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Near Sanganer Airport, Jaipur-302029

Anita Thapa

From: *Vinod Tejwani*
Sent: *16 April 2024 12:22*
To: *Anita Thapa; N Satheeshkanna*
Subject: *FW: Proposed Employment Offer - Dr. Suraj Singh - Management Trainee - LLH Hospital, Musaffah*

With Regards,

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

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From: Suraj Mehta <mehtasuraj000@gmail.com>
Sent: Tuesday, April 16, 2024 9:54 AM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Subject: Fwd: Proposed Employment Offer - Dr. Suraj Singh - Management Trainee - LLH Hospital, Musaffah

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

---------- Forwarded message ---------
From: **Farah Naeem** <farah.naeem@burjeelholdings.com>
Date: Mon, 15 Apr, 2024, 7:16 pm
Subject: Proposed Employment Offer - Dr. Suraj Singh - Management Trainee - LLH Hospital, Musaffah
To: Mehtasuraj000@gmail.com <Mehtasuraj000@gmail.com>
Cc: Angela Mary <angela.mary@lifecarehospital.ae>, Fazil Abdul Azeez <fazil.azeez@llhhospital.com>, Anas K <anas@burjeelholdings.com>

Classification Confidential

1633

Dear Dr. Suraj,

Greetings from Burjeel Holdings!

Following your recent interview, we are pleased to offer you the position of **Management Trainee** in **LLH Hospital, Musaffah.**

Please refer to the particulars of the proposed offer below for your reference.

PERSONAL DATA & JOB PARTICULARS

Name	Dr. Suraj Singh Mehta	Job Title	Management Trainee
Nationality	Indian	Department	Operations
Date of Birth	10th June 1996	Reporting to	Head of Department
Marital Status	Single	Business Unit	LLH Hospital, Musaffah
Category	Non - Clinical/Admin	Contract Type	Limited

SALARY PARTICULARS-PER MONTH		
Basic Salary	AED	1,600/- (One Thousand Six Hundred Only)
Housing Allowance (HRA)	AED	Bachelor's Sharing Accommodation equivalent to AED 500/-
Special Allowance	AED	1,200/- (One Thousand Two Hundred Only)
Transportation Allowance	AED	1,200/- (One Thousand Two Hundred Only)
Gross Salary	**AED**	**4,000/- (Four Thousand Only)**
TERMS & CONDITIONS		
Employment Contract Status		Single Status - Employee visa expenses shall be borne by the company
Hours of Work		48 Hours (6 days a week)
Probation Period		06 Months
Notice Period		03 Months
Annual Leave		30 Calendar Days as per UAE Labor Law
Medical Insurance		Insurance Coverage for self – Can avail if on employment visa only.

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Air Ticket	Fixed allowance (Economy airfare) for self, upon completion of once every 2 years of service based on place of origin. (Can avail if on employment visa, in case of contract expiry wi non-renewal separations. Repatriation ticket only or the allowance will be reimburse
End of Service Settlement	As per UAE Labor Law

I, ---------- the undersigned, hereby confirm my acceptance of the foregoing terms & conditions of employment and confirm my agreement to this offer. I also hereby authorize the company to conc an employment and educational verification and agree to fully cooperate with any third-party authorized by the company for this purpose. By executing and returning this Offer Letter, I confirm, not having any existing legal cases, discipli or other actions or claims pending against me and that I am not obligated under any non-compete, conflicting or restrictive covenants with my previous employer(s) or any third party. My execution and performance of this Offer Letter ai potential forthcoming employment documents will not violate any law or contractual obligations towards any third party. To this extent I fully indemnify and hold harmless the Company.

Signature with date

- This employment offer & the terms and conditions mentioned above are subject to the successful completion of background verification/reference check, health authority license, employment visa permits by the resp authorities of UAE, Insurance provider's clearance (if applicable) and upon providing all requested documents verified and attested.
- Should you (the Employee) rescind/revoke this offer after countersigning, the Employee undertakes to pay within five (5) business days of demand from the Company (the Employer) all recruitment expenses, includi not limited to, visa, airfare, insurance (including malpractice and health), recruitment cost, licensing, administration, or other costs incurred by the Employer.
- Please do not resign or obtain release from your current employer unless confirmed by email from the Talent Acquisition department.
- Any related additional cost will be the responsibility of applicant (i.e., BAN removal, health authority license renewal, certificate attestation, urgent visa requests).
- This offer would be valid for 03 days from the date forwarded to the applicant. In case the applicant does not confirm acceptance within the mentioned period, the company may consider the given offer null and void.
- The contents of this document are confidential and intended solely for the recipient only. Reproduction or forwarding is strictly forbidden.

Kindly requesting you to verify the personal details(*name, nationality, date of birth & marital status*) in proposed offer.
Looking forward to hear from you at the earliest.

DISCLAIMER: Burjeel Holdings or any of its affiliates are not associated with third-party recruiters and no fee is levied from the candidate for any jobs that we offer. You are hereby requested to inform the HR department/Burjeel Holdings Talent Acquisition department in-case of any payment demanded from you with this regard by any entity.
For further details, please visit hospital official careers page.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Thanks & Regards,

Farah Naeem
HR Officer

farah.naeem@burjeelholdings.com
www.burjeelholdings.com
PO Box: 7400, Abu Dhabi, UAE

Anita Thapa

From: *Suramya Nair <sura.suramya19@gmail.com>*
Sent: *11 April 2024 17:32*
To: *Anita Thapa*
Subject: *Fwd: Job offer - District Community Coordinator*

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Begin forwarded message:

From: IHAT Bangalore <ihat.bangalore@ihat.in>
Date: 5 April 2024 at 5:06:12 PM IST
To: sura.suramya19@gmail.com
Cc: Shadab Khan <shadab.khan@ihat.in>
Subject: Job offer - District Community Coordinator

Dear Ms. Suramya Nair,

Greetings from India Health Action Trust!

We are pleased to inform you that you have been selected for the position of District Community Coordinator, MANCH Project, Madhya Pradesh, with the base location at Shahdol. You would be offered a monthly CTC of Rs. 41,667/- (Rupees Forty-one Thousand Six Hundred and Sixty Seven Only), the breakup of which is given below:

A.	Salary Breakup in INR	Per Month
1	Basic	20,834.00
2	C.O.L.A. (DA)	2,400.00
3	House Rent Allowance	9,294.00
4	Communication Allowance	1,100.00
5	Conveyance Allowance	1,600.00
6	Medical Allowance	1,250.00
7	Educational Allowance	200.00
8	Special Allowance	1,453.00
9	LTA (to be paid annually)	1,736.00
	Total Gross (Monthly)	39,867.00
B.	Provident Fund	Per Month
1	Provident Fund (Employer's Contributions)	1,800.00
	Total Gross (A+B)	41,667.00
C.	Other Benefits	
1	Gratuity	As per Act
2	Medi-claim Insurance	As per IHAT Policy

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Near Sanganer Airport, Jaipur-302029

You are requested to confirm your acceptance of the offer and the date of joining as 15-Apr-2024, within the next three working days, through a return email.

Please be informed that this offer will be contingent on successful reference checks.

You are further requested to bring with you the following documents on the day of your joining:

1. Photo ID Proof (PAN, Aadhar, Voter ID, DL, others)
2. Proof of Permanent & Present address (Ration Card, Voters ID, Lease Agreement, Passport)
3. Proof of Date of Birth (Birth certificate/Passport)
4. AADHAR Card
5. Last drawn salary slips (3 months)
6. Educational Certificates
7. Bank Account Passbook or Cancelled Cheque
8. Passport-sized photographs (with white background only) - 2 Nos.
9. Experience Letters from Previous Organization/s
10. Relieving Letters from all companies worked / last organisations
11. PAN Card
12. Completed insurance enrolment form (copy attached)
13. Blood group details
14. Employee Provident Fund (EPF) Passbook (if enrolled).
15. Supporting documents for Employee Pension Scheme (EPS) contribution.

Should you require any further information regarding the offer feel free to contact us.

We look forward to a long and fruitful association with you!

Best Regards,
Gurumurthy
<image002.png>

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

1635

National Health Systems Resource Centre

Technical Support Institution with National Health Mission
Ministry of Health & Family Welfare, Government of India

File: Ref- NHSRC/ADMIN-HR/0202(Volume-1) /627
Date: 15th January 2024

To,

Dr. Prahalad Rai Sudani
President (Officiating Dean IIHMR)
The IIHMR University, 1st Prabhu Dayal Marg
Sanganer Airport, Jaipur
302029

Sub: Result of Campus Recruitment Conducted by NHSRC at IIHMR, Jaipur on 8th January 2024.

Dear Sir,

Reference is made to the offline campus interviews conducted by NHSRC on 8th January 2024 at IIHMR, Jaipur.

We are pleased to inform you that we have selected 4 candidates from your esteemed institute for the position of Intern/Fellow at NHSRC and have also identified 2 candidates on the waitlist.

It is requested that NHSRC may please be informed about the willingness of the selected students to join NHSRC.

We are thankful to the officials of IIHMR, Jaipur for their complete support in the campus recruitment process.

Brig. Sanjay Baweja
Principal Administrative Officer

Enclosure:
List of Selected Candidates

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

List of Selected/ Waitlist Candidates

Selected for ED Secretariat Division, NHSRC
1. Dr. Pragya Verma (Select)
2. Dr. Nameesha Singla (Waitlist)
Selected for Knowledge Management Division, NHSRC
1. Mr. Avik Ghosh (Select)
2. Dr. Surbhi Jain (Waitlist)
Selected for Quality and Patient Safety Division, NHSRC
1. Dr. Aditi Sharma (Select)
2. Dr. Surbhi Jain (Select)
3. Ms. Janhavi Singh (Waitlist)

15/11/24

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Terms of Reference
Fellow – Quality and Patient Safety Division, NHSRC

National Health Systems Resource Centre (NHSRC) has been set up under the National Health Mission (NHM) as an autonomous registered society, to provide technical assistance and capacity building support to the states for strengthening the public health system. The NHSRC is also mandated to contribute towards National strategic health planning and programme design.

If you have a commitment to health equity and excellence, here is a unique chance to work with a team committed to shaping the public health landscape in India. The position offers you an opportunity to participate in the process of strengthening primary health systems, improving health service delivery and enabling positive health outcomes, through hands on implementation assistance at national, state and district levels. Working with NHSRC's trans disciplinary team, you can discover, adapt, co-create and test solutions to multiple challenges related to service delivery systems, primary health care, human resources for health, community processes, health financing, quality of care, public health planning and health promotion.

This is an opportunity to support health systems strengthening at scale, learn from district and sub district implementation, undertake knowledge translation, and enable realization of the vision of universal health coverage.

NHSRC seeks to recruit a Fellow/intern purely on contractual basis to extend his or her support to the Quality and Patient Safety division of NHSRC. The fellow/intern will work under the supervision of Senior Consultant Quality and Patient Safety, and under the overall guidance of Advisor, Quality and Patient Safety.

Roles & Responsibilities:

- Support states in implementing Quality and Patient Safety components as required at National and State Level.
- Assess and document state and district level innovations In Quality and Patient Safety For Scaling Up.
- Undertake periodic field visits to states and districts to review programme implementation in the States, identify implementation challenges and support states in charting appropriate solutions
- Contribute to writing program specific operational guidelines; technical and policy briefs, training material, reports, case studies, monitoring checklists/protocols etc.
- Support in undertaking operational research and impact assessments for improving design of CP and CPHC interventions.
- Undertake such other assignments, which may be assigned by from time to time by the Advisor CP-CPHC

Qualification

Essential: Possess Post graduate degree or diploma in:

- Post Graduate Degree/Diploma in Public Health
- Post Graduate Degree/Diploma in Epidemiology

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- Post Graduate Degree/Diploma in Public Health Administration or Hospital administration.

- Excellent communication and presentation skills, analytical and interpersonal abilities.
- Excellent oral and written communication skills in English.
- To be able to meet stringent deadlines at short notices and operate in an evolving environment
- Willingness to travel to states & districts to collect technical information and ability to subsequently synthesize information into research evidence.

Desirable:

- Working knowledge of Hindi / other major regional language
- Demonstrated ability to work in a multi-disciplinary team environment.

Tenure: One Year (Fixed-Term contract)

Location: New Delhi with willingness to travel to states and districts

Remuneration Range: For Interns Rs. 45,000/-per month & Fellows Rs.50,000/-per month.

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(1636)

niva Bupa
Health Insurance

Letter Of Intent

Date: 5th October 2023

Name: Dr. Surjyendu Ganguli

Location: Gurgaon

Dear Dr. Surjyendu,

1. We are pleased to inform that you have been shortlisted for the position of **CREST Management Trainee** in Underwriting Department in **Niva Bupa Health Insurance.**
2. Your date of joining would be June 2024, failing which, this offer letter shall automatically stand withdrawn and cancelled from date of issuance of this letter, until otherwise the same is mutually agreed and revised accordingly.
3. This letter is only **Letter of Intent** and formal offer letter will be issued to you by January 2024.
4. Your annual compensation breakup shall be as below:

   - Fixed*: INR 12,00,000/-
   - Performance Pay*: INR 1,20,000/-

   *Fixed CTC is subject to Statutory, Tax deduction as applicable.
   *Performance Pay may vary as per the performance rating by NBHI.

5. Please carry original and submit the copies of the following documents on the day of joining:

   a. PAN Card and E- Aadhaar Card
   b. X & XII passing certificate.
   c. Graduation and Post-Graduation - Degree and Marksheet
   d. Cancel Cheque

6. However, in the event of any misconduct by you, this letter of Intent shall automatically stand withdrawn and cancelled from date of issuance of this letter.

We look forward to welcoming you, and wish you all the best for this exciting new journey.

For Niva Bupa Health Insurance

Authorized Signatory

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

1637

THE NAIROBI WEST HOSPITAL

HRM/REC-038/001/09/2024

5th September 2024
Surya Prakash Reddy Gorantla
+919490980701
Email address: suryaprakash.hm27@iihmr.in

Dear Surya,

RE: OFFER LETTER FOR THE POSITION OF ASSISTANT OPERATIONS MANAGER AT THE NAIROBI WEST HOSPITAL

The subject matter refers.

We are writing to inform you that you have been selected for the subject position.

Position: Assistant Operations Manager

Duration: Three (3) Months with effect 19th September 2024

Date of Joining: 19th September 2024

Reporting to: Chief Operating Officer.

Compensation: As per schedule 1 (attached).

Kindly note that more details about your engagement will be stipulated in the contract which agreement will be signed between you and the hospital after you accept this offer.

We take this opportunity to congratulate you for the appointment and look forward to hearing from you.

Yours Sincerely,

FOR: THE NAIROBI WEST HOSPITAL LTD

THE NAIROBI WEST HOSPITAL LTD. HUMAN RESOURCE DEPARTMENT

MONISHA GOSSAIN
HUMAN RESOURCE MANAGER

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Acknowledgement:

I Surya Prakash reddy Gorantla have read and understood. I agree/disagree with this letter and its content.

Signature: _____ Date: 06/09/2024 Time: 05:00pm

Gandhi Avenue, Nairobi west | P.O Box 43375 - 00100, Nairobi | Email: enquiry@nairobiwesthospital.com
Call Centre: +254 730 600 000 Mobile: +254 722 200 944 / +254 734 200 944

THE NAIROBI WEST
HOSPITAL

SCHEDULE I
Surya Prakash Reddy Gorantla
REMUNERATION

You will be paid a gross salary of **Kshs. 127,005** (One Hundred and Twenty-Seven Thousand and Five) The gross will be subject to statutory deductions i.e. PAYE, NSSF, NHIF and any other as maybe permitted by the law. The salary will be paid at the end of each month.

- Breakdown for the above Gross Remuneration of **Kshs 127,005** is inclusive of risk allowance of **Kshs. 300.**

	Amount in Kshs	Amount in Kshs
Gross Pay		127,005.00
Less statutory deduction		
1. PAYE	29,296.00	
2. NHIF	1,700.00	
3. NSSF	2,160.00	
4. Housing Levy	1,905.00	
5. Any other deduction as may be permitted by the law		
NET in Hand		91,944.00

THE NAIROBI WEST HOSPITAL LTD. HUMAN RESOURCE DEPARTMENT

Acknowledgement:

I Surya Prakash reddy Gorantla have read and understood. I agree/disagree with this letter and its content.

Signature: _____ Date: 06/09/2024 Time: 05:00pm

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport Jaipur-302029

Gandhi Avenue, Nairobi west | P.O Box 43375 - 00100, Nairobi | Email: enquiry@nairobiwesthospital.com
Call Centre: +254 730 600 000 Mobile: +254 722 200 944 / +254 734 200 944

1638

cloudnine

Date: **Mar 16, 2024**

Dear Dr.(Ms.) Swarandeep Kaur,

Congratulations! You've landed on Cloudnine!

We are delighted to offer you the position of **"Asst. Manager - Operations"** in the **"Center Management Team"** department.

On Cloudnine, we are continually scouring the country for bright, young talent who can infuse our brand with new blood, energy and spirit. We are a community of vibrant minds and kindred souls. And we'd love for you to be a part of it. We found that your experience and outlook meshes well with the skill sets we are looking for in this role, and we look forward to the value that you can add to our organization.

As and on Cloudnine, our organizational fabric is seamed together by four intrinsic values: Respect, Innovation, Customer Centricity and Integrity. We pride ourselves on being an organization that is equally outward and inward looking, channeling the energies harboured within us to our customers and well-wishers.

Our brand is also deep-seated in a guiding trinity we've christened the 3C's: comprehensive care, clinical excellence and celebration. These principles lead the Cloudnine way beautifully, marrying superior care with little flashes of delight. Just as surely as the 3Cs are exemplified towards guests, they are mirrored towards employees. Our organization is rooted in superlative employee satisfaction and care, and the celebration of milestones big and small. Our work is tightly tethered to passion and play, and we love what we do. We cherish each day, and we want you to do the same.

There's only one step left before we embark on this brand-new, exciting journey. By accepting this offer letter, you can take your first step on Cloudnine. We promise you a treasure trove of new experiences that will keep you on Cloudnine for a long time to come.

You are requested to join us on or before **April 01, 2024**,
This job offer is contingent upon the following:

1. Completion of a satisfactory background check.
2. Satisfactory reference checks.
3. Execution of an employment/non-compete/confidentiality agreement.
4. Satisfactory Health checks.

For any questions, please feel free to respond to this email and I'll be happy to address them for you.

Yours sincerely,

Sofia Joseph
Head–Human Resources

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

cloudnine

Date: **Mar 16, 2024**

Dr.(Ms.) Swarandeep Kaur,

Annexure-I

	Monthly	Annualized
Earnings		
Basic + DA	20308	243696
HRA	10154	121848
Special Allowance	20308	243696
Gross Earnings	50770	609240
Retirals		
PF Contribution (Employer)	0	0
Meritorious Contribution	977	11724
Statutory Bonus		
Advance Statutory Bonus **	1516	18192
Performance Linked Pay		
Performance Linked Pay *	5077	60924
Incentive	0	0
Cost to Company		
Cost to Company	58340	700080
Deductions		
ESI Contribution (Employee)	0	
PF Contribution (Employee)	0	
Professional Tax (Employee)	200	
Total Deductions	200	
Monthly Take Home ***	52086	

*** Performance Linked Pay and Meritorious Contribution as per policy.**
**** Monthly Advance Statutory Bonus paid against Annual Statutory Bonus amount.**

***** Take Home is before Income Tax and excluding Performance Linked Pay and Health Insurance Deductions**
- **Applicable tax to be borne by the employee.**
- **Health Insurance Coverage for Self and Family & Accident Insurance Coverage for Self as per policy and deductions made at actuals.**
- **Special Allowance may be allocated to reimbursement options detailed below.**

Reimbursement Options	Annual Limit
Food Coupons	Rs. 30,000

Registrar
The IIHMR University
1, Prabhu Dayal Marg
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1639

KRISHIV
Health Care

DATED: 29TH MAY,2024

Ms. Swati Saha

We are pleased to offer you position of "MANAGEMENT TRAINEE" in the Department "OPERATION/MARKETING/QUALITY/ADMINISTRATION" of our organization for SKMH, Jaipur, Rajasthan (A Unit of Krishiv Health Care, Jaipur) on mutually agreed terms and conditions during the interview. Please proceed to join your duty at the earliest but not later than 15TH JUNE, 2024.

Your appointment shall be effective from the date of joining. To enable us to complete you're joining formalities, please bring along following documents in original with a self-attested photocopy at the time of joining our organization.

1. All Academics Certificates from SSC / equivalent onwards.
2. School leaving certificate / any proof of Date of birth.
3. PAN Card.
4. Aadhar Card.
5. Copy of Resignation Certificate duly acknowledged.
6. Relieving Letter from last employment.
7. Passport size photographs -6 nos.
8. Proof of two past employments.
9. Proof of last drawn salary - salary slip /bank transfer advice/ appointment/Increment letter.
10. Passport, if available.
11. Covid Vaccine Certificate.
12. Address proof (Voter's ID/ Ration card / E-Bill/ DL/ Adhar card).
13. One Cancelled Bank Cheque.
14. Any other document like Appreciation Letter, Award Certificate obtained during job.

Your appointment is subjected to verification of all the documents, medical check-up report and reference check. Your appointment is contractual in nature. Please note that delay in joining beyond the specified date mat result in cancellation of this offer.

Please sign & return a copy of this letter as acceptance of the offer within 48 hours. This is a confidential document and cannot be shared by you with any third party.

For SKMH, Jaipur,
(A unit of Krishiv Health care)

Authorized signatory

Swati Saha
30/05/24

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Sardarmal Khandaka Memorial Hospital
Hathoj, Kalwar Road, Jaipur - 302012
Phone : +91 141 2860259
Mobile : +91 9251005842
Email : info@krishivhealthcare.com
www.krishivhealthcare.com

Anita Thapa

From: *Vinod Tejwani*
Sent: *20 May 2025 17:17*
To: *Anita Thapa*
Subject: *FW: REGARDING RECRUITMENTS*

Follow Up Flag: *Follow up*
Flag Status: *Flagged*

With Regards,

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

Go Green: - Please do not print this email unless it is necessary. Every unprinted email helps the environment

From: KRISHAN GOPAL KUMAWAT <kg_kumawat@yahoo.com>
Sent: 29 May 2024 03:55 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Kirti Agarwal <kirti@iihmr.edu.in>; kirtika.singh18@gmail.com
Subject: REGARDING RECRUITMENTS

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Vinod Tejwani

Thank you so much for your coordination and support for hiring freshers. Based on the interaction and interview process done on 27th May 2024 at IIHMR University Jaipur , we have selected below candidates for positions at Krishiv Healthcare. All of them will be kept on 6 months' probation period and during probation period we will pay Rs. 25000/- per month for each student as a stipend. After completion of 6 months' probation period we will finally appoint them on our permanent roll with a salary between 6 LPA- 7.2 LPA based on performance with extra perks if any.

		During Training		Post Submission of Degr	
Candidate Name	**Unit Name**	**Designation**	**Stipend P.M.**	**Designation**	**C**
Dr. Manya Saraswat	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager-Operations/ Quality/ Supply Chain/ any other	6
Dr. Akshat Tomar	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager-Operations/ Quality/ Supply Chain/ any other	6
Mr. Ashok Sharma	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager Operations/ Quality/ Supply Chain/ any other	6
Ms. Himani Sharma	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager-Operations/ Quality/ Supply Chain/ any other	6

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Ms. Swati Saha	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager-Operation/Quality/ Supply Chain/ any other	6
Mr. Suneet Mukherjee	Krishiv Healthcare	Management Trainee	25,000	Assistant Manager-Operations/ Quality/ Supply Chain/ any other	6

We request your support in sharing these letters with the respective students and we would appreciate it if you could share the signed copies of these letters with us.

With Regards,

Human Resource

Krishiv Healthcare

Contact us -0141-2860259

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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1640

Deloitte.

Deloitte Consulting India Private Limited
Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India

Tel: +91 040 67621000
www.deloitte.com

Jun 27, 2024

Ms. Tanu Gupta
E-223 Shyam Nagar Ram Path Sodala,
Jaipur, 302019
India

Subject: Offer of Employment

Dear Tanu Gupta:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Hyderabad**.

We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **July 29, 2024**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 600,000/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10**% of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs./₹ 100,000/-** subject to your reporting for full-time employment on **July 29, 2024**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **12 months** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") requires their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in **Annexure B**.

Your compensation details are confidential, and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like you to join the Employer on **July 29, 2024**, or an alternative mutually agreed upon date.

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

In compliance with applicable laws, Deloitte India (Offices of the US) provides its professionals with home pick-up and drop transport services within **pre-defined** boundary if their shift timings are between 8:30 p.m. - 6:00 a.m. in Hyderabad, 9:00 p.m. - 6:00 a.m. in Mumbai, Pune; 7:00 p.m. – 6:00 a.m. in Gurugram, 8:00 p.m. - 6:00 a.m. in Bengaluru, Chennai, and Kolkata.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Tanu Gupta, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited
Best regards,

DocuSigned by:
Pooja Madnani
0CA2DB26392A45A...

By: _____
Signature

Authorized Signatory

Acceptance

I, **Tanu Gupta**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:
Tanu Gupta
E3B572BD33CD4CD...

_____ Jun 28, 2024
Signature Date

DELOITTE

Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10
Sealed Time: 2024.06.27 14:25:11 -07:00

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

DocuSign Envelope ID: 3CB3D5AB-5FEA-45D5-9B88-C675852668D2

Annexure A

Ms. Tanu Gupta **Analyst**

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	**17,500**	**210,000**
House Rent Allowance (HRA)	**8,750**	**105,000**
Special Allowance[1a & 1b]	**11,867**	**142,404**
Leave Travel Allowance[2]	**1,750**	**21,000**
Differential Allowance	**5,833**	**69,996**
Meal Card[3]	**2,200**	**26,400**
Employer's contribution to PF	**2,100**	**25,200**
Total Salary (in Rs.)	**50,000**	**600,000**
Variable Bonus*	You are eligible for a performance linked variable bonus. It will be paid out at the end of the fiscal year, as applicable and on the basis of your individual performance and performance of the business	
Medical Insurance Premium[4]	**3,014**	**36,167**

*The Variable Bonus will vary, primarily based on your individual performance and the performance of the business, during the Employer's fiscal year which is June through May. Your performance will be formally assessed as a part of the Employer Performance Review Cycle Process. At your level, the variable bonus opportunity could range from **0-10**% of your Total Salary. The actual paid amount will vary depending upon the business and individual performance and in some circumstances, could exceed the payout range indicated. The performance of all the employees who have joined the Employer prior to March 1st will be assessed for the fiscal year ending in May. The disbursement of a Variable Bonus, if applicable, is subject to you being active on the rolls of the Employer, during the Annual Incentive Program payout cycle for the fiscal year. For employees joining during the period March 1st to May 30th, a prorated Variable Bonus, if applicable, will be based on the first year-end review ratings in the subsequent year and paid during the Annual Incentive Program payout cycle of that year. The Variable Bonus will not be paid in the event of termination of employment for any reason on or before the disbursement time. The application and interpretation of, and any determinations related to, the Variable Bonus is at the sole discretion of Employer. Employer may amend or terminate the Variable Bonus at any time.

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....

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Annexure A

[1]All employees may claim tax exemption, subject to tax rules from time to time, from their Special Allowance component, expenses incurred towards communication and Driver / Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a]*Communication Expenses*	[1b]*Fuel Expenses*
Employee Level - Analyst	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Driver / Insurance / Repairs & Maintenance*
	Rs./₹ 3,000/- per month	**Rs./₹ 7,500/-** per month

[1a] The internet/telephone/mobile bills should be in the Employee's name.

[1b] For claiming vehicle running expenses (Driver / Fuel / Repairs & Maintenance expenses) the vehicle has to be in the name of the Employee and the current tax rules are as under. The above limits will be applicable for all those who are on company car lease program and the below limits will apply for all those who are on self-owned car. In case of company leased car, taxability would be as per the current perquisite valuation rules.

Nature of Expenses	Own Vehicle –Maximum Tax exemption limit per month		
	4 Wheelers (Engine Capacity)		
	<= 1600 cc	> 1600 cc	Two Wheelers
Fuel & Maintenance	Rs. 1,800	Rs. 2,400	Rs. 900
Driver's Salary	Rs. 900	Rs. 900	Not applicable

All employees at and above **Senior Staff** are eligible for the company car lease program. If you choose to avail of this benefit, the amount towards lease rental will be paid by the firm on your behalf to the leasing company and your compensation structure will be adjusted accordingly. A revised letter with the new compensation structure will be issued that will supersede this letter for all practical purposes.

[2] The Leave Travel Allowance (LTA) will be paid on a monthly basis as an allowance with tax deducted at source. If you choose to avail the tax benefit on LTA, you should submit proof of expenses incurred by you for Self and / your immediate dependents. The taxability or otherwise of LTA will be as per the Income Tax Act 1961, details of which will form part of the LTA Form.

[3] Meal Card amount will be credited at the start of each month and for the first month (For New Hires) prorated amount will be processed as part of payroll. If not collected, it will be processed as a taxable amount with the salary.

[4] Annual Floating Medical Insurance Coverage for self and **6 dependents** is being paid by the Employer on your behalf. The premium amount is subject to change every year post renewal of insurance policy. In case you opt for an enhancement of the coverage limit, the additional premium will be adjusted accordingly from the special allowance.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

You may also be eligible to either a One-time Stipend or a temporary lodging basis joining the registered office location, you will receive a survey from Deloitte prior to your joining.

You may select the best option for availing the relocation assistance. If an employee who has availed this reimbursement decides to quit within 18 months from the date of relocation claim for whatever reason, the relocation reimbursement paid to the employee will be recovered in full, from the employee's full and final settlement.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

Original bills towards the above components should be submitted during the Income Tax fiscal period evidencing the expenditure to get Income Tax exemption, failing which the same will attract applicable Income Tax.

Submission of false, tampered or altered bills as proof of expense for any of the above components will result in disciplinary action including termination of employment.

Your compensation above is subject to income tax deduction per rules and guidelines prescribed under the prevailing tax laws. This may change from time to time in line with the amendments done in tax laws.

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Deloitte.

Tanu Gupta **Hyderabad**

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement ("Employment Agreement")

In consideration of my employment by **Deloitte Consulting India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office **Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India** (the "Employer") as **Analyst** and other valuable consideration, I acknowledge and agree that:

PRELIMINARY MATTERS

1. Defined Terms. The italicized terms in this agreement (the "Employment Agreement") are defined in **Exhibit A** hereto.

2. *Pre-existing Agreements or Arrangements.* I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Agreements or Arrangements*. The Employer expects me to abide by all restrictions or obligations that are contained in such Pre-existing Agreements or Arrangements and to avoid involvement, while employed by the Employer, in any matter that could pose a conflict as a result of confidential information or intellectual property obtained by me prior to my *Employment*. I further represent that none of these restrictions or obligations, including those set forth in any non-compete agreements with prior employers, is inconsistent with my acceptance of the Employer's offer of *Employment* or my becoming, and serving as, **Analyst** of the Employer. To the extent applicable and if I am joining the Employer after having served as an employee or official of the United States Government, I further represent that: (1) I have disclosed my prior participation, if any, in any discussions or negotiations with, or decisions to award contracts to, the Deloitte U.S. Firms while I was employed by the United States Government; and (2) I had either recused myself or had not played an active role in the applicable United States Government agency's decision to award any contracts to the Deloitte U.S. Firms while I was employed by the United States Government.

PROTECTION OF OUR BUSINESS

3. Reporting of *Proceedings.* Except as provided by law and except as I have disclosed in writing on **Exhibit C** to this Agreement, I represent and warrant that I have no *Proceedings* to report. Should I become a subject of any *Proceedings* during my association with the Employer, I agree to immediately report, in writing, all relevant facts to the Chief Talent Officer of Deloitte LLP, the Regional Talent Director of the Employer, and the Chief Ethics and Compliance Officer of Deloitte LLP. I understand that my responses are subject to audit and review by the Employer and others in accordance with applicable professional, ethical, legal, or Employer requirements, rules, regulations, policies, or practices, or other requests.

4. Confidentiality. I acknowledge that, by virtue of my *Employment*, I will acquire and be exposed to, have access to, make use of and/or create *Confidential Information*. Therefore, I agree to hold in trust and confidence all such *Confidential Information*. I will neither disclose any such *Confidential Information* to anyone outside a *Deloitte Entity* without the prior written approval of an *Authorized Signatory*, except as required by my authorized duties for the Employer, nor use any such *Confidential Information* for any purpose other than for the benefit of a *Deloitte Entity*.

5. Third Party Information and Property. I agree that during my *Employment*, I shall not use or disclose any confidential information or intellectual property of any former employer or other person or entity without the prior written authorization of such employer, person or entity and the prior written consent of an *Authorized Signatory*. If I were to use or disclose any such Confidential Information or Intellectual Property without prior consent, and any of the *Deloitte Entities* become the subject of any claim from a third party regarding such unauthorized use or disclosure, I agree to hold harmless and indemnify the *Deloitte Entities* for any legal defense costs and/or damages related to any such claim.

6. Authorization. Only employees of the Employer holding a senior or managerial position with the Employer will be authorized by a specific authorization, delegation, or power of attorney to sign legal documents, representing the Employer. Similarly, only such authorized employees of the Employer may speak about the Employer, the business and plans, various client-related projects etc.

7. Competing Activities and Conflict of Interest. During the period of my *Employment* I will not, directly or indirectly, participate in or in any way render services or assistance to any business that is or may be competitive with a *Deloitte Entity*, whether or not for compensation, or engage in any conduct which might result in, or create the appearance of using my position for private gain or other than for the benefit of a *Deloitte Entity*, or otherwise create a conflict, or the appearance of a conflict, of interest with a *Deloitte Entity*. Such conduct shall include, but not be limited to, having an undisclosed financial interest in any vendor or supplier of a *Deloitte Entity*, accepting payments of any kind or gifts other than of a nominal value from vendors, clients or suppliers, or having an undisclosed relationship with a family member or other individual who is employed or associated with any entity in active or potential competition with a *Deloitte Entity*, and which creates a conflict of interest. I

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represent and warrant that I am not currently aware of any present or past violation of this provision.

8. *Authorization to Access Systems and Electronic Communications and use of Deloitte Property.* I understand that while employed with a *Deloitte Entity*, I will use and have access to the Systems. I also acknowledge that a*Deloitte Entity* has the right at any time to access, retrieve, delete, monitor, examine, use and/or disclose my Electronic Communications and information from (or about) me and the content, without notice to me, and that such *Electronic Communications* are considered part of a *Deloitte Entity's* business and client records and are not to be considered private or personal to me or any other *Personnel*. I further acknowledge that this right extends to*Electronic Communications* transmitted for either a business or personal purpose.

I agree that I am authorized to access the *Systems* only for approved business purposes and occasional personal use if such use does not interfere with my work responsibilities and other required business activities, business operations, or *Systems* performance. However, I also acknowledge that such occasional personal use does not create an expectation of privacy as to any of my personal *Electronic Communications* and, as such, are *Deloitte Property*.

I further acknowledge that I am not authorized to use the*Systems* for personal gain or any illegal or unethical use. I agree that under no circumstances am I authorized to access any of the *Systems* for the purpose of obtaining *Deloitte Property* for a competitor of a *Deloitte Entity*, transmitting *Deloitte Property* to me (e.g., emailing *Confidential Information* to my personal email address) or to a third party for purposes other than furthering the business objectives of a *Deloitte Entity*. I am not authorized to download a *Deloitte Entity's Confidential Information* or other *Deloitte Property* to removable media such as a CD Rom, disk or thumb drive other than as authorized for furthering the business objectives of a *Deloitte Entity*.

I will be responsible for the safe keeping and return in good condition and order of all the*Deloitte Property* that may be in my use, custody, care or charge. For the loss of any *Deloitte Property* in my possession or custody or for which I have been assigned responsibility, the Employer will have a right to assess on its own basis and recover from me, the damages in respect of such materials (out of the amounts due to me or otherwise) and to take such other legal action as it deems appropriate including termination of my employment without notice or payment in lieu thereof in the event of my failure to account for such material or property to its satisfaction.

9. *Security.* I am provided with a worktable and lockable storage space. I will ensure they are locked when unattended and understand that a duplicate key will only be provided if I sign for it. I am required to display my identity card to the appropriate security personnel on demand and at all times within the office premises.

10. Ownership of *Works*.

a. I agree that the Employer owns all rights, title and interest in and to all *Works*.

b. I agree that all *Works* are deemed works made for hire under India copyright or applicable laws or equivalent laws of any applicable foreign jurisdiction, and all *Intellectual Property Rights* therein vest automatically in the Employer upon creation of the *Works*. I agree that, to the extent any *Work* is held not to be a work made for hire, I hereby irrevocably assign all *Intellectual Property Rights* in the *Work* to the Employer. Notwithstanding anything contained in Section 19(4) of the Indian Copyright Act, 1957, I agree that such assignment shall continue to be in force for perpetuity irrespective of whether or not the Employer exercises its rights as the assignee for any period of time.

c. I will at all times, even after termination of my *Employment*, do whatever the Employer reasonably requests of me, at the Employer's expense, to document the assignment of any *Works* to the Employer or to assist the Employer in pursuing, renewing, extending or assigning any *Intellectual Property Rights*, and otherwise perfecting, protecting and enforcing said *Intellectual Property Rights* in, any *Works*. I agree that, as between me and the Employer, the Employer shall be the sole author, inventor, and owner of all such *Works* and *Intellectual Property Rights* therein throughout the world, and that the Employer shall have the sole right to seek copyright registrations, patents or trademark registrations, including all extensions and renewals thereof. I also hereby agree that I waive all moral rights in any *Works*.

I also agree to assign all my right, title and interest in and to any particular*Works* to a third party as directed by the Employer.

In the event the Employer is unable for any reason, after reasonable effort, to secure my signature on any document needed in connection with the actions specified in the preceding paragraphs, I hereby irrevocably designate and appoint the Employer and its duly authorized officers and agents as my agent and attorney in fact, which appointment is coupled with an interest, to act for and in my behalf to execute, verify and file any such documents and to do all other lawfully permitted acts to further the purposes of the preceding paragraphs with the same legal force and effect as if executed by me. I hereby waive any and all claims, of any nature whatsoever, which I now or may hereafter have for infringement of any *Works* assigned hereunder to the Employer.

d. During a 12 month period after termination of my *Employment*, I agree that any *Intellectual Property* I create or conceive that results from and is related to any work assigned to or performed by me for the Employer, or that was created using *Deloitte Property*, is a *Work* that is subject to Paragraph 10 (b) above. For purposes of clarification, the foregoing provision is in addition to, and not in limitation of, any rights and remedies the Employer may have under the applicable laws protecting *Intellectual Property* of the *Deloitte Entities*.

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e. I agree to keep and maintain adequate and current records (in the form of notes, sketches, drawings and in any other form that may be required by the Employer) of all *Works* developed by me during the period of my employment with the Employer, which records shall be available to and remain the sole property of the Employer at all times.

11. *Pre-existing Creations*; *Personal Creations*. My obligations in Paragraph 10 do not apply to *Pre-existing Creations* and *Personal Creations*. I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Creations*. I acknowledge and agree that I will not assert any ownership rights against the *Deloitte Entities*, or their respective clients, with respect to any *Pre-existing Creations* unless they appear on **Exhibit B,** and **Exhibit B** has been accepted and agreed to by an *Authorized Signatory* who has signed at the bottom of such **Exhibit B**. I further agree that I shall not use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment* without the prior written consent of an *Authorized Signatory*. To the extent that I use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment*, I agree that, except as otherwise provided in a written agreement executed by me and the Employer, I hereby grant to the Employer an irrevocable, royalty free, perpetual, fully paid up, transferable, sub-licensable license to use, reproduce, distribute, display, perform, modify and create derivative works of and otherwise exploit such *Pre-existing Creations* or *Personal Creations* for any purpose including, but not limited to, client engagements.

12. Post-*Employment* Restrictions re: Clients. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or serving of certain clients related to my work for a *Deloitte Entity* would necessarily involve the unauthorized use or disclosure of *Confidential Information*, and the proprietary relationships and goodwill of the *Deloitte Entities*, and, in the case of my serving of certain clients, could compromise the full compliance of the Employer or another *Deloitte Entity* with the applicable laws, rules and regulations of a U.S. or India regulatory body or other independence-related requirement of a regulatory body. Accordingly, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post-*Employment* Restrictions re: Clients. I understand that the obligations of Paragraph 12 will not apply for a period of three (3**)** years after my start date or the date of my promotion or transfer to clients of a *Deloitte Entity* and/or certain specified kinds of services rendered to such clients that meet all of the following criteria: (a) are personal clients of mine who came to a *Deloitte Entity* solely to avail themselves of certain specified kinds of services rendered by me and only as a result of my own independent recruitment efforts, which a *Deloitte Entity* neither subsidized nor otherwise financially supported as part of a program of client development, (b) are listed on **Exhibit D** expressly by name with respect to client and with sufficient specificity with respect to the kinds of service(s) that I will be permitted to render, and (c) are accepted and agreed to as to their listing on **Exhibit D** by an *Authorized Signatory* who has signed at the bottom of such Exhibit. I agree that after a period of three (3) years from my start date or the date of my promotion or transfer the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on **Exhibit D** to support the application of the obligations of Paragraph 12 to those clients.

14. Future Employment with Clients. Except as otherwise provided herein, I understand that I am not prohibited from accepting employment with a client (or an affiliate of such client) of a *Deloitte Entity*. Before entering into substantive discussions with an *Attest Client* regarding any employment opportunity, I acknowledge and agree that during my *Employment* and for five years thereafter I must first notify *Independence* and obtain prior written approval from *Independence*. I acknowledge and understand that it is the intent of the Employer to interpret and apply this provision (a) in an effort to ensure the full compliance of the *Deloitte Entities* with applicable U.S. and India laws, rules, and regulations; (b) to serve the public interest; and (c) to protect the legitimate interests of the *Deloitte Entities* or their respective *Attest Clients* under applicable U.S. or India laws, rules and regulations in a manner that is no greater than is reasonably necessary to protect such interests and without being unduly harsh and oppressive to me and my interests in future employment with an *Attest Client*. Further, I acknowledge and agree that because of, among other things, the importance of the *Deloitte Entities* remaining in compliance with applicable independence rules, such approval may be withheld by *Independence* in the event that my employment with an *Attest Client* would, in the view of Deloitte LLP, be inconsistent with applicable laws, rules and regulations or jeopardize the independence of a *Deloitte Entity* with respect to such *Attest Client*.

15. Restrictions re: *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or of any of its *Personnel* or contractors of the *Deloitte Entities*, or my participation in their hiring, admission or retention, would necessarily involve the unauthorized use or disclosure of *Confidential Information* or the proprietary relationships and goodwill of the *Deloitte Entities*. Accordingly, during my *Employment* and for one year thereafter, I will not, directly or indirectly, (a) solicit or attempt to solicit, or participate in the solicitation of or any attempt to solicit any *Personnel* to leave a *Deloitte Entity*, or to join any firm or business with which I may be or become affiliated;(b) participate in the hiring or admission of any *Personnel*; or (c) cause a contractor of a *Deloitte Entity* to cease providing services to, with, or on behalf of the *Deloitte Entity*.

16. Post-*Employment* Restrictions re: *Deloitte Property*. Upon termination of my *Employment*: (a) I will not use or disclose *Deloitte Property*, including, but not limited to, *Confidential Information* and *Works*, for any purpose; (b) I will not retain or take with me any *Deloitte Property*; (c) I will immediately deliver to a *Deloitte Entity* at any location that it designates, at my expense, within one business day after the termination of my *Employment* or on an alternate date designated by a *Deloitte Entity*, any *Deloitte Property* that I may then or thereafter hold or control; and (d) I agree to allow a *Deloitte Entity* to inspect

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any of my personal or home computers, including smart phones, tablet computers, or any device, media or location capable of storing electronic data, to determine whether any *Deloitte Property* resides on such computers and to permit a Deloitte Entity to remove such *Deloitte Property*.

OTHER POST- *EMPLOYMENT* OBLIGATIONS

17. Transition of Work and Cooperation. Upon termination of my *Employment* for any reason, I will cooperate with a *Deloitte Entity* in all matters relating to the completion of pending work and its orderly transfer. I will also cooperate fully with a *Deloitte Entity* in connection with any threat of or actual legal proceeding against a *Deloitte Entity* or any client, customer or licenser of a *Deloitte Entity* arising out of any matter with or of which I had contact or knowledge during my *Employment*.

18. Notification of Post- *Employment* Obligations. I agree that prior to accepting employment or affiliation with another firm or business I will advise such firm or business of my duties and obligations under this Employment Agreement. After my *Employment* ends, I agree that a *Deloitte Entity* shall be permitted to advise any firm or business with which I have accepted an offer of employment or affiliation concerning my duties and obligations under this Employment Agreement.

19. Certification. I agree that during or after my *Employment* I will, if requested, provide written certification in such form as the Employer may require that I have complied with my obligations hereunder, including, without limitation, those obligations set forth in Paragraphs 4, 5, 7, 8, 9, 10, 11, 12, 14, 15 and 16 of this Agreement.

OUR ENFORCEMENT RIGHTS AND REMEDIES IN THE EVENT OF A BREACH

20. Equitable Relief and Attorney's Fees. I acknowledge and agree that a breach of this Employment Agreement, including, but not limited to, a breach of my duties and obligations under the terms and conditions of Paragraphs 4, 5, 7, 8, 9, 10, 12, 14, 15 or 16 would cause irreparable harm to the *Deloitte Entities* and that, in addition to other remedies, the Employer on behalf of itself or another *Deloitte Entity* is entitled to a temporary restraining order, an injunction or other equitable relief to prevent any such breach. I also acknowledge that, to the extent permitted by law, a *Deloitte Entity* will be entitled to the payment of the *Deloitte Entities'* reasonable costs and attorney's fees incurred in enforcing this Employment Agreement. I also acknowledge that, to the extent permitted by law, the Employer may request that a court extend the one year period following the termination of my *Employment*, as provided in Paragraphs 12 and 15, to correspond with the period that I participated in activities prohibited by Paragraphs 12 and 15.

21. Liquidated Damages: Client Fees. I agree that in the event of a breach under Paragraph 12, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtima, bonuses, and sales incentives, received by any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, I agree that in the event of a breach under Paragraph 15, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtime, bonuses, and sales incentives, received by or owed to any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.

23. Right of Inspection. I agree to permit the Employer (or to use my best efforts to enable the Employer) to inspect my books and records (and the books and records of any entity which employs or is associated or affiliated with me), upon request and at reasonable times, to enable the Employer to confirm the calculations described above and to verify compliance with Paragraphs 12 and 15. The Employer shall keep confidential any proprietary information obtained, except as may be necessary or desirable to enable the Employer to enforce its rights under this Employment Agreement and except as may be required by any statute, court or administrative order to decree or government ruling or regulation.

MISCELLANEOUS

24. Governing Law; Choice of Forum. This Employment Agreement is deemed to have been executed in the Employer's office in **Hyderabad, Telangana, India** and will be construed and governed in accordance with the laws of the Republic of India without regard to its conflicts-of-law principles. You agree to submit to jurisdiction before any court of record in which the Employer's office to which you were assigned is located, or in which a breach of this Employment Agreement may occur, at the election of the Employer, and you waive any right to raise questions of personal jurisdiction or venue in any action the Employer may bring against you in any such court. You further agree to accept service of process/summons/legal notice from the Employer when that process/summons/legal notice is either sent to your last known address by certified mail or served by any other means permitted under the law of the jurisdiction in which the Employer may bring an action against you.

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25. Modifications. My obligations hereunder may not be changed or modified, released, discharged, abandoned or terminated, in whole or in part, except by an instrument in writing signed by an *Authorized Signatory*.

26. Severability. Every provision of this Employment Agreement is intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such term or provision will be enforced to the maximum extent permitted by law and, in any event, such illegality or invalidity shall not affect the validity of the remainder of the Employment Agreement.

27. Blue-Penciling. If any court determines that any provision of this Employment Agreement, or any part hereof, or the application of any such provision, or any part hereof, to any person or circumstance is unenforceable or void, such court shall have the power to modify such provision, or any part hereof, to the extent necessary to render it legal and enforceable while preserving its intent, or if such modification is not possible, by substituting therefore another provision that is legal and enforceable and that achieves the same objective.

28. Waiver. None of my obligations under this Employment Agreement shall be deemed to have been waived by the Employer except if the giving of such waiver is contained in a written notice given to me and no such waiver shall be deemed to be a waiver of any other or further obligation I have under this Employment Agreement.

29. Entire Agreement. This Employment Agreement, the Employer's employment application, the Terms and Conditions of Service issued pursuant to the offer of employment and any documentation employing me or transferring me to the Employer, contain the entire understanding between me and the Employer or any other *Deloitte Entity* with respect to the subject matter hereof and supersedes all prior representations, warranties, and agreements with respect to such subject matter, and no representations, warranties or other covenants exist with respect to such subject matter that are not contained or expressly referred to herein. Notwithstanding the foregoing, any written agreement between a *Deloitte Entity* and me with respect to the subject matter hereof that was signed by me prior to the effective date of this Employment Agreement shall remain valid and enforceable according to the terms of such agreement with respect to all acts and omissions occurring prior to the effective date of this Employment Agreement. In the event of a conflict between this Employment Agreement and the employment application or any other document purporting to set forth terms and conditions of my *Employment*, this Employment Agreement will control.

30. Transfer and Assignment. Unless as the Employer shall otherwise determine, the rights, obligations and benefits of the Employer under this Employment Agreement, including but not limited to those rights and benefits relating to my post-Employment obligations set forth in this Paragraph 30 and in Paragraphs 4, 5, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19 and 23 above, are transferred and assigned, in whole or in part (as the Employer shall determine) and without the need for my consent or the formality of documentation or prescribed processes, to (a) any *Deloitte Entity* in connection with my transfer to that *Deloitte Entity* or (b) any entity that acquires all or a part of the assets or business of the Employer. All provisions of this Employment Agreement shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, representatives, successors, and assigns of the Employer and me, and any *Deloitte Entity* to which I may be transferred during my *Employment*, provided, however, none of my duties or obligations under this Employment Agreement may be assigned or transferred by me to any other person or entity without the Employer's prior written approval of such assignment or transfer. Any purported assignments in violation of this Paragraph 30 shall be null and void.

31. Headings. The headings contained in this Employment Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Employment Agreement.

I have read the foregoing, understand it, and agree to comply with its terms.

DocuSigned by:
For Deloitte Consulting India Private Limited
Pooja Madnani
0CA2DB26392A45A...
Pooja Madnani
Talent

Authorized Signatory

Effective as of **July 29, 2024**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

DocuSigned by:
Tanu Gupta
E3B572BD33CD4CD...

Tanu Gupta

Signature Name

Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10
Sealed Time: 2024.06.27 14:25:11 -07:00

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EXHIBIT A

The definitions below apply to the italicized terms that appear in the Employment Agreement (including the exhibits):

Attest Client – attest client (or an affiliate of such client) of Deloitte & Touche LLP or a *Deloitte Entity*.

Authorized Signatory – a director, officer or other person who is authorized to sign on behalf of a *Deloitte Entity*.

Confidential Information – any information not generally known to the public, in any *Form*, that (1) relates to the operation of a *Deloitte Entity* or provides the *Deloitte Entities* with a competitive advantage, (2) consists of Personally Identifiable Information *(PII)* or other personal information about *Personnel*, client and other third party personnel, independent contractors, subcontractors, agents, vendors, suppliers or others which the Employer or another *Deloitte Entity* receives in the course of business, and (3) all other information entrusted to the Employer or another *Deloitte Entity* by clients and other third parties. *Confidential Information* includes, but is not limited to, *Intellectual Property*, supplier information, designs, business or marketing plans, forecasts and financial information, tax returns, tax identification numbers, agreements, client or prospective client lists, specific information about clients or prospective clients such as preferences for specific products and services, client or prospective client needs based on financial history and past purchases of services, client or prospective client development plans, specific rates charged to a client or offered to a prospective client and other business or client records. *Confidential Information* also includes, but is not limited to, debit or credit card information, employment applications, organization charts, performance ratings and other personnel records.

Deloitte Entity – the Employer, Deloitte LLP, and any corporation, company, partnership, limited liability company or other entity (a) that (i) is owned, directly or indirectly, in whole or in part, by Deloitte LLP (the "Deloitte U.S. Firms"), including but not limited to Deloitte LLP subsidiaries in India, the Deloitte Touche Tohmatsu verein, Deloitte Global Services Limited, Deloitte Global Services Holdings Limited, Deloitte Touche Tohmatsu Limited ("DTTL") or any member firm of DTTL or affiliate thereof (collectively, the "DTTL Member Firms") or (ii) controls, is controlled by or is under common control with any of the entities listed in clause (i); or (b) in which any *Personnel* participated on its behalf, or carried out any duties with respect to its affairs. For purposes of this Employment Agreement, the term "control" (including the terms "controlled by" and "under common control with") means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a person or entity, whether through the ownership of voting securities, by contract, or otherwise.

Deloitte Property – *Confidential Information, Systems*, equipment, debit and credit cards issued in connection with my *Employment*, furniture, facilities and any and all other materials owned, licensed or leased by a *Deloitte Entity*, including, without limitation, computerized or electronic information and all copies thereof in any form or media, created by, furnished to, obtained by or prepared by me in the course of my employment in any capacity.

Deloitte India (Offices of the US) - The following companies shall be deemed to be the affiliates of each other and are collectively referred to as Deloitte India (Offices of the US): (i) Deloitte Consulting India Private Limited (ii) Deloitte Tax Services India Private Limited (iii) Deloitte Support Services India Private Limited (iv) Deloitte Financial Advisory Services India Private Limited and (v) Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited.

Electronic Communications – all text, audio, video, images, information, data, files and attachments created, displayed, sent, received, posted, accessed or stored, whether deleted or not, by means of the *Systems*.

Employment – the nature of my relationship with the Employer or a *Deloitte Entity* pursuant to this Employment Agreement. Alternatively, and depending on context, *Employment* is the period of time during which this relationship persists.

Form - paper, computer disc, USB drive, website; any other tangible or electronic medium by which information may be stored or accessed; and human memory.

Independence – National Office (Independence) of Deloitte LLP.

Intellectual Property - works of authorship (including, without limitation, books, articles, data compilations, software and other copyrightable materials), materials, patents, inventions, designs, techniques, methodologies, processes, discoveries, know-how, ideas, trade secrets, moral rights, trademarks and other indicia of origin together with the goodwill therein, and all patent applications, copyright and trademark applications and registrations, and extensions and renewals thereof, throughout the world.

Intellectual Property Rights – all rights, title and interest in Intellectual Property.

PCAOB – the United States Public Company Accounting Oversight Board.

Personal Creations – *Intellectual Property* that meet all of the following criteria: (1) it is conceived, developed, and created by me on my own time without using *Deloitte Property* or *Personnel* (during work hours), facilities, *Confidential Information* or *Works* of a *Deloitte Entity*, (2) it is unrelated to the actual or reasonably anticipated business or research and development of a

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Deloitte Entity, and (3) it does not result from any work performed by me and the*Personnel* (during work hours) for a *Deloitte Entity*.

Personnel – partners, principals, members, officers and employees of a *Deloitte Entity.*

PII – information (excluding business contact information such as an individual's name and one or more of the following: organization name, organizational title, organizational role, business address, business telephone number (including business cell phone number and business email address) relating to an identified or identifiable natural person. An identifiable natural person is a natural person who can be identified, directly or indirectly, by reference to an identification number or factors specific to his or her physical, physiological, mental, economic, cultural or social identity. Set forth below is a non-exclusive list of information that constitutes PII when such information relates to an identified or identifiable natural person:

- Account number (bank account, credit card, etc.)
- Address
- Biometric identifier
- Certificate or license number
- Date of birth
- Government identifiers (such as PAN)
- Name*
- Personnel Number
- Photograph or video identifiable to an individual
- Vehicle identifier or serial number
- Other information related to an individual that may directly or indirectly identify that individual (e.g., salary, performance rating, purchase history, call history, etc.)

* Note: When an individual's name is used with PII that is not business contact information, it is included in the definition of PII.

Pre-existing Agreements or Arrangements – agreements or arrangements that (1) relate to any*Pre-existing Creations*; or (2) may affect my ability to comply with the requirements of this Employment Agreement, including all contractual and other restrictions or obligations with other parties, including any post-employment restrictions and required notifications to the extent applicable under 18 United Stated Code §207, CFR 3.104-4, and India laws, rules and regulations that may or will impose limitations on my professional activities during my *Employment* (such as any non-compete agreements with prior employers and the one-year ban on lobbying contacts).

Pre-existing Creations – any *Intellectual Property* and *Intellectual Property Rights* that were developed or created by me, alone or with others, or otherwise acquired by me, before the period of my employment in any capacity with the Employer, in which I claim any ownership or right.

Proceedings – past or pending (1) actual or threatened claims or complaints of, or arising out of service to, present or former clients, (2) regulatory, self-regulatory, disciplinary, administrative, civil or criminal investigations, inquiries, charges, complaints, actions, sanctions, alternative dispute resolution proceedings, other proceedings or matters (other than criminal proceedings which relate solely to the operation of a motor vehicle) of any kind or nature, in India or any other jurisdiction, against me, including criminal proceedings arising out of my provision of professional services, proceedings brought by a professional association, or proceedings involving the Securities and Exchange Board of India, United States Securities and Exchange Commission or the PCAOB, other professional bodies like the Institute of Chartered Accountants of India or (3) matters of any kind or nature which could adversely affect my association with the Employer or my ability to perform my duties or responsibilities to the Employer, whether set forth in this Employment Agreement or otherwise, or my registration with or licensure by any governmental, quasi-governmental, or other regulatory agency, body or entity, in or outside the United States or India.

Systems – the communications systems or any part of such systems that a*Deloitte Entity* owns, licenses or operates and approves for use, including, but not limited to, e-mail, text messaging, Lotus Notes, Deloitte Online (eRoom), instant messaging, local area network, wide area network, Intranet (e.g., DeloitteNet, D Street), Internet, extranet, collaborative tools (e.g., blogs, wikis, etc.), laptop and desktop computers, servers, air cards, Personal Digital Assistants, cell phones, telephones and voicemail.

Works - all *Intellectual Property*, in any *Form*, created by me, alone or with others, during the period of my*Employment* that (1) is created within the scope of my *Employment*; (2) relates in any manner to the actual or anticipated business, research, or development of a *Deloitte Entity*; (3) results from any work assigned to or performed by me, alone or with others, for the Employer; or (4) is created with the use of *Deloitte Property*.

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EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the *Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

	Yes, I do have *Pre-existing Creations, Pre-existing Agreements or Arrangements*
X	No, I do not have *Pre-existing Creations, Pre-existing Agreements or Arrangements*

Title	**Date**	**Brief Description**

DocuSigned by:
Tanu Gupta
E3B572BD33CD4CD...

Signature

Jun 28, 2024

Date

Tanu Gupta

Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Consulting India Private Limited

DocuSigned by:
Pooja Madnani
0CA2DB26392A45A...

Pooja Madnani
Talent

Its: *Authorized Signatory*

Jun 27, 2024

Date

DELOITTE

Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10
Sealed Time: 2024.06.27 14:25:11 -07:00

An *Authorized Signatory's* signature is required only if Pre-existing Creations or *Pre-existing Agreements* or *Arrangements* are listed pursuant to Paragraphs 2 and 11 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment made in light of Paragraph 2 that Pre-existing *Creations*, if any, are described and explained in sufficient detail so that the likelihood of confusion between the employee's *Pre-existing Creations* and the Intellectual *Property* of a *Deloitte Entity* can be avoided or minimized in the future and further indicates that the *Pre-existing Agreements* or *Arrangements* have been obtained and reviewed and that the *Authorized Signatory* is satisfied that such *Pre-existing Agreements* or *Arrangements* will not interfere with the employee's ability to comply with the requirements of this Employment Agreement.

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EXHIBIT C

Proceedings

[none, unless otherwise specified]

	Yes, I do have *Proceedings* to report
X	No, I do not have *Proceedings* to report

My signature below certifies that to the best of my knowledge, the information I have provided above, pursuant to Paragraph 3, is complete and accurate.

DocuSigned by:
E3B572BD33CD4CD...

Signature	Name	Date
	Tanu Gupta	Jun 28, 2024

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EXHIBIT D

Exceptions to Post-*Employment* Restrictions: re: Clients

[none, unless otherwise specified]

As specified in Paragraph 13, I agree that after a period of three (3) years from my start date or the date of my employment, as the case may be, the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on Exhibit D to support the application of the obligations of Paragraph 12 to those clients.

	Yes, I do have Post-*Employment* Restrictions re: Clients
X	No, I do not have Post-*Employment* Restrictions re: Clients

Name of Client	Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

Deloitte Consulting India Private Limited

DocuSigned by:
Pooja Madnani
0CA2DB26392A45A...

Pooja Madnani

Talent

Its: Authorized Signatory

Jun 27, 2024
Date

I have read and understood the above policy terms.

DocuSigned by:
TanGupta
E3B572BD33CD4CD...

Signature	Tanu Gupta	Jun 28, 2024
	Name	Date

Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10
Sealed Time: 2024.06.27 14:25:11 -07:00

An *Authorized Signatory's* signature is required only if information is provided pursuant to Paragraph 13 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment that criteria in Paragraph 13 have been fully satisfied, the clients listed have been properly identified, and the kinds of services permitted have been described with sufficient specificity.

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Terms and Conditions of Service

In continuation to our offer of employment with **Deloitte Consulting India Private Limited** (the "Employer"), please note the terms and conditions of service.

The italicized terms in these Terms and Conditions of Service are defined in **Exhibit A** of the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement hereto.

Terms of Service

1. COMPLIANCE WITH INDEPENDENCE, ETHICS AND OTHER REQUIREMENTS

Deloitte & Touche LLP performs attest services for certain of its clients and is subject to the independence requirements of, among others, the United States Securities and Exchange Commission (SEC), the United States Public Company Accounting Oversight Board (PCAOB), and the American Institute of Certified Public Accountants (AICPA). These requirements mandate that certain of the Employer's employees and their relatives be independent of some or all of such attest clients and their affiliates in accordance with the policies of Deloitte LLP and its subsidiaries (the "Deloitte US Entities").

Upon joining the Employer, you will be asked to review a listing of the attest clients and the affiliates of such clients of certain of the Deloitte US Entities and disclose relationships or financial holdings that you or your relatives may have that could affect the independence of the Deloitte US Entities. Any relationships or holdings that conflict with, among other things, the requirements of the SEC, the PCAOB or the AICPA or the independence or ethics policies of the Deloitte US Entities will need to be resolved immediately. Further, you will be required to comply with these policies throughout your career with the Employer, including, when applicable, maintaining a current list of certain of your financial interests (but not their value) in the independence tracking system.

As a condition to your joining the Employer and continued employment, you are required to complete a representation regarding your understanding of, and compliance with, independence and other matters, on a periodical basis (as requested beginning on or prior to the date of you joining the Employer, annually thereafter, and upon certain changes in your role in the Employer), the details of which are provided in the independence representation. An example copy of this representation form is available for your reference on www.deloittenet.com. The representation should be made to the best of your knowledge and ability. It is your responsibility to consult on any matter should you be uncertain or have a question. You are also requested to refer to www.deloittenet.com and *Independence* for more information in this respect. The representations made by you will be subject to an audit and may be reviewed by Deloitte LLP representatives and shared with certain third parties. If you are selected for such an audit, you will need to submit certain personal financial records to Deloitte LLP's internal audit team. Please be assured that Deloitte LLP fully intends to keep all information obtained through the audit process confidential and secure. You hereby give your consent to Deloitte LLP to use the information provided by you for such purposes as provided in the policies regarding independence and ethics.

In the event you (i) do not cooperate or comply with the independence requirements, or (ii) do not complete the necessary representations, or (iii) make inaccurate representation(s); you may be subject to disciplinary action including and up to termination of employment with the Employer.

Please feel free to contact or consult *Independence* should you require any further information or if you have any specific concerns in this respect.

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2. NON DISCLOSURE, NON SOLICIT AND INTELLECTUAL PROPERTY RIGHTS ASSIGNMENT AGREEMENT ("Employment Agreement")

You will be expected to sign the Employer's Employment Agreement. Please contact Talent for further details.

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3. HARRASSMENT POLICY

Administrative Policy Release ("APR") 213 is the Employer's policy prohibiting harassment. Deloitte LLP's subsidiaries located in India ("Deloitte India (Offices of the US)") are committed to providing a working environment that is free from harassment based on caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis, in accordance with applicable Indian central, state or local law. Expressly forbidden are unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Depending on the circumstances, such harassment may also include conduct such as stereotyped or demeaning remarks or gestures or the display or circulation, whether in writing or electronically, of materials or pictures offensive to persons because of their caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis in accordance with applicable Indian central, state or local law. The full policy will be accessible to you on DeloitteNet after joining Deloitte U.S. India.

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4. WORKING HOURS, HOLIDAYS, LEAVES AND MATERNITY BENEFITS

You will be provided with your standard working hours, which may vary over the course of your career. The Employer may, from time to time, subject to applicable laws, require the employee to work beyond these hours.

You shall be entitled to paid holidays and leave as per the Employer's policies.

Women employees are eligible for maternity benefits as per the recent amendments (2017) in the maternity benefit act, 1961, including having 26 weeks of maternity leave with pay, as applicable.

5. RETIREMENT AGE

The age of retirement for employees of Deloitte India (Offices of the US) is 60 years. Your employment will therefore automatically terminate at the end of the month in which you attain 60 years.

6. TRANSFERS

You may be transferred, assigned, or asked to attend training at the offices of a Deloitte Entity or its clients or third parties in India or abroad with or without additional compensation. In such an event, you will also be governed by the terms and conditions of service applicable to the transfer, assignment, or training.

7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **90 Days** by either side and/or salary in lieu of notice period on part of the Employer only.

The Employer expects all employees to maintain the highest standards of professional conduct at all times.

In order to assure orderly operations and provide the best possible work environment, the Employer expects you to follow rules of conduct that will protect the interests and safety of all personnel, including but not limited to the Code of Ethics and Professional Conduct.

In the event of any breach of the Code of Ethics and Professional Conduct, non-performance of a contractual obligation or the terms and conditions laid down in this Annexure, or if you engage in any misconduct whether or not in connection with or affecting the business or affairs of the Employer or the work conduct, as specified by Employer, you will be subject to disciplinary action up to and including termination of your services/ employment with the Employer without any notice or payment in lieu of notice notwithstanding any other terms and conditions stipulated herein.

8. MISCONDUCT

Misconduct may include but is not limited to:

- Irregular attendance: repeated or excessive absence, tardiness or early departures/ late comings without approval.
- Unreported or unapproved absence (including overstay of leave) for more than five consecutive days or deviation from assigned and accepted schedule for more than five days.
- Falsification or manipulation in background verification process or employment records, employment information, or other records prior to or after joining the Employer.
- Falsification or manipulation of Deloitte Time & Expense (DTE).
- Knowingly providing false statements, either verbally or in written form.
- Neglect of normal duties and functions.
- Practices such as reading personal materials during working time, having obscene or inappropriate posters or screen savers at your work station, playing games at your work station, etc.
- Continued discharge of work functions that do not meet the standards reasonably expected.
- Breach of the confidentiality provision in the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement including disclosing to any unauthorized person any *Confidential Information* or *PII*.
- Willful insubordination or disobedience, whether or not in combination with another, of any lawful and reasonable instructions of any member of management or any authorised person.

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- Engaging in unapproved outside employment and activities as defined in APR 218 (US & IND) (https://deloittenet.deloitte.com/About/Policies/Admin/Pages/218_OutsideEmploymentActivities_US.aspx).
- Installing, downloading, copying or duplicating any unauthorized or unlicensed software, programs, games, or attachments on any computer system of the Employer or of any *Deloitte Entity* or its clients.
- Engaging in any illegal activities.
- Workplace violence, including threats of physical violence.
- Corporate credit card delinquencies.
- Causing damage to the property of the Employer, any *Deloitte Entity*, its clients, or their respective personnel
- Going on or abetting a strike in contravention of any law.
- Theft of any property belonging to another, the Employer or any *Deloitte Entity*, or their respective personnel, clients, or visitors
- Possession of firearms, explosives, knives or any instruments that can be used as an injurious or deadly weapon in the workplace or at any *Deloitte Entity* sponsored event.
- Corruption, fraud, or misappropriation of funds.
- Failure to comply with the policies, guidelines, rules and regulations of the Employer or a *Deloitte Entity* as applicable.
- Excessive personal use of the Employer's telephone, fax or computer systems.
- Failure to adhere to applicable laws.
- Any act prejudicial to or in conflict with the interests of the Employer or a *Deloitte Entity*.

The above terms and conditions are based on, and should be read in conjunction with, the Employer's policies, guidelines, procedures and other rules currently applicable, including but not limited to Administrative Policy Releases (APRs) and Deloitte India (Offices of the US)'s other policies, guidelines, rules, and regulations. The above rules are subject to amendments from time to time and the amended rules, policies, procedures, and guidelines would be posted on the Employer's Intranet site i.e. https://deloittenet.deloitte.com/Pages/Home.aspx for employee reference. The policies will be updated from time to time in the future and we deem to have your consent to any and all such changes. Furthermore, upon acceptance of employment with the Employer, you may be requested to read and acknowledge acceptance of various policies and guidelines of the Employer. It is expected that you will read and acknowledge all such communications.

Effective as of **July 29, 2024**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Signed by:
Tanu Gupta
E3B572BD33CD4CD...

Signature

Tanu Gupta

Name

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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Deloitte.

Jun 27, 2024

Ms. Tanu Gupta

E-223 Shyam Nagar Ram Path Sodala,

Jaipur, 302019

India

Training Agreement

Dear Tanu Gupta:

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Analyst** pursuant to the terms and conditions of your offer letter dated **July 29, 2024**. You made a very favorable impression with everyone you met and we are excited about the possibility of you joining the Company.

As you may be aware, as a condition of employment with the Company, you may be required to travel Overseas to attend a series of training sessions for a period of up to 90 days. This training will be a combination of classroom procedural training as well as on-site training to observe employees conducting similar work at various client locations. This training represents the confidence we have in your ability to be a valuable member of the practice of the Company.

As per Company policy, we kindly bring to your attention that all employees attending training overseas are required to sign a Training Agreement which will obligate the employee to repay a calculated amount of the costs associated with the training, only if the employee resigns his/her position or are terminated for cause within a specified period after completion of the training (usually between 6 to 18 months). This repayment obligation disappears after the specified period of time has lapsed.
We all look forward to seeing you again soon and having you join our team of outstanding professionals.

Sincerely,
For **Deloitte Consulting India Private Limited**

DocuSigned by:
Pooja Madnani
0CA2DB26392A45A...

By: _____
Signature

Authorized Signatory

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COGNITIO ANALYTICS

Cognitio Analytics India Private Limited
First floor, Plot no.81, Sector-44,
Gurugram-122003, Haryana

Date: 30 October 2023

Candidate Name: Tanya Sharma

Subject: Offer of Employment

Dear Tanya,

Subsequent to the personal interviews you had with us, we are glad to offer you the role of **Analyst.** The tentative date of joining will be on or before **July 2024.** The position is initially based at our **Gurgaon** office. On behalf of the Company let me invite you to be a part of our journey towards growth.

You will be paid an annual fixed compensation of **INR 5,50,000** and also be eligible for receiving variable compensation of up to **10%** of your annual fixed compensation, subject to your performance and company's variable pay policies.

Additionally, **you will be paid a retention bonus of INR 1,00,000/- after one year of your date of joining**. This would be subject to you not having resigned and/or are not serving notice period at the time of pay-out.

Applicable taxes would be deducted at source in case of joining and retention bonus.

You would be issued a detailed Letter of Appointment containing all terms and conditions of employment on your joining. This is an offer of employment only and the terms will become valid from the date of your joining as mentioned above.

You are requested to submit self-attested copies of the following documents on the date of joining and bring original documents at the time of joining for verification:

1. Passport size photographs (2)
2. Pan Card
3. Address proof - Current & Permanent – (Any one):
    1. Passport
    2. Electricity bill, (most recent, within last month) or
    3. Landline bill (most recent, within last month)
    4. Aadhar card
    5. Passbook of any Nationalized Bank
    6. Voter card
4. Educational Qualification certificates & mark sheets
    1. Class 10th
    2. Class 12th
    3. Diploma
    4. Graduation
    5. Post-Graduation
    6. Certifications, if any

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COGNITIO ANALYTICS

Cognitio Analytics India Private Limited
First floor, Plot no.81, Sector-44,
Gurugram-122003, Haryana

5. Date of Birth Proof, if not part of the above documents

6. Bank Account details for salary,
    1. Name on the account
    2. Account No.
    3. Bank name
    4. Branch name
    5. IFSC code

7. PF account details/UAN (Universal Account No.), if any
    1. Name on the account
    2. UAN No

8. Previous employer details, if any
    1. Joining & Relieving letter / Experience letter from previous employer

This offer is conditional to the satisfactory completion of all background checks. Management reserves the right to withdraw this offer letter in case any of the information provided by you in the application form and during the selection processes is found misleading or false.

We believe that your association with us will be mutually rewarding.

Sincerely,

KRITI BAINS Digitally signed by KRITI BAINS Date: 2023.10.31 14:59:26 +05'30'

Kriti Bains
AVP

I accept the above offer.

Tanya Sharma — 9 November 2023

Name: Date:

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COGNITIO ANALYTICS

Cognitio Analytics India Private Limited
First floor, Plot no.81, Sector-44,
Gurugram-122003, Haryana

Annexure

Name: Tanya Sharma	
Designation: Analyst	
Revised Salary Break Up	**Annual Amounts (In INR)**
Basic	1,65,000
HRA	66,000
LTA	27,500
Conveyance	19,200
Medical Allowance	15,000
Telephone Reimbursements	6,000
Internet Expense Reimbursements	12,000
Car Reimbursement	21,600
Parking Slip Reimbursement	30,000
Ad-hoc Allowance	1,67,900
Employer Provident Fund	19,800
Total Fixed	**5,50,000**
*Variable	55,000
Retention Bonus (after 1 year)	1,00,000
Total CTC	**7,05,000**

* Max pay out of up to 10% of your annual fixed compensation, subject to company's variable pay policies.

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PharmaACE

OFFER OF EMPLOYMENT

(STRICTLY PRIVATE AND CONFIDENTIAL)

18 October 2023

Dear Tanya Sharma,

Congratulations!

We are delighted to formally offer you the position of **Trainee Analyst** at PharmaACE, India.

PharmaACE has a unique philosophy of collaborating with the best people and delivering excellence to our clients for their most critical business problems. We believe in a culture of learning, self-improvement, and honing expertise and thereby driving quality from our employees.

Joining Details:

1. **Start Date:** If you accept this offer, your start date will be **Monday, 1st April 2024.**

2. **Compensation**:

2.1 **Salary**: Your annual gross salary will be **INR 4,68,000**, inclusive of your basic, fixed allowances and provident fund contributions, which will be remitted monthly.

Details of the compensation break up and office specific benefits are shared in **Annexure A**.

All bonuses are determined at the discretion of PharmaACE and are subject to any standard withholding taxes.

2.2 **Retirals:** Provident Fund and Gratuity will be as per rules.

2.3 **Insurance**: Company offers Group Medical Insurance for a floater sum of Rupees Three Lakhs only covering you, your spouse & 2 children (under the age of 25 years), if applicable.

2.4 **Leaves**: Confirmed employees are entitled to 20 Earned leaves, 6 Optional leaves and 4 Core Holidays, a total of 30 leaves annually. There is no carry forward or encashment of leaves. Leaves will be credited to the employee account on a pro-rata basis from the date of Joining.

2.5 **Work from Home**: WFH option is available only to confirmed employees and is subject to manager's approval.

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3. Appraisals

PharmaACE has its Annual Appraisal Cycle in October of each year and the Annual Performance Bonus cycle in March of each year. On confirmation, campus joiners will be eligible to participate in the performance bonus cycle of the next calendar year. Campus joiners will not be participating in appraisal cycles in the calendar year of their joining.

4. Additional Details:

Following are the details of the logistics for your successful onboarding at PharmaACE:

4.1 **Orientation & Training**: At PharmaACE, all new hires participate in a virtual/office-based Induction program to acquaint themselves with our culture and way of working. We have a blended learning program comprising of Instructor Led Trainings and Self-Paced Trainings hosted on our LMS. This is specifically designed to empower you with the right skillsets and to equip you with the right business acumen.

4.2 **Start Date Formalities**: This offer is subject to verification of original certificates of educational qualifications and other documents listed below.

1. Relieving Letter and Offer Letter from all the previous employers (if any)
2. Salary slips or salary certificate from most recent employer (if any)
3. Experience Certificate from all previous employers (if any)
4. Proof of Academic Qualification
    - 10th & 12th degree and mark sheets
    - Undergraduate and master's degree certificates and mark sheets
    - Other qualifications - certificates (if any)
5. Proof of identity: PAN and Aadhar Card
6. Passport copy
7. Current and Permanent Address Proof
8. Passport size Photograph

4.3 **Probation:** You will be on probation for a period of Six (6) months, from the date of joining. You will be confirmed in your appointment in writing on successful completion of the said probationary period.

4.4 **Transferability:** Your initial place of posting can be at any of the locations within India from where PharmaACE operates. After joining too, if needed, at a later date, you may be asked to transfer from one location to another, anywhere in India/outside India.

4.5 **Notice Period**

a. During the probationary period or post confirmation, employer can terminate the employment at any given point of time with immediate effect without salary in lieu of notice. In case of non-performance by the employee or in case of any misconduct including but not limited to, fraudulent, dishonest or undisciplined conduct, or breach of integrity, or embezzlement, or misappropriation or misuse by you of PharmaACE property, or

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insubordination or failure to comply with the directions given to you by persons so authorized, or your insolvency or conviction for any offence involving moral turpitude, or breach by you of any terms of this Agreement or the policies of PharmaACE or other documents or directions of PharmaACE, or redundancy of your post in PharmaACE, or upon you conducting yourself in a manner which is regarded by PharmaACE as prejudicial to its own interests or to the interests of its clients.

b. During the probationary period, employee can terminate the employment by giving two months notice or two months salary in lieu of notice.

c. Post confirmation employee can terminate the employment by giving three months notice.

d. Employee will not be eligible for any appraisal/variable bonus payout if on Notice period.

5. You will treat matters pertaining to the company's business interests with utmost confidentiality and such confidentiality must be maintained during your employment with the company and thereafter.

6. During your services with the company, you will be governed by the rules and regulations in respect to conduct & discipline and other matters as may be framed by the company from time to time.

Sincerely,

Ashima Kumar

TS

Ashima Kumar

Head - Training & Development and Corporate Communications

PharmaACE

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PharmaACE

Annexure A

Remuneration Details

Tanya Sharma **Trainee Analyst**

Salary Component	Per Annum (INR)	In words
Basic Salary	4,68,000	Rupees Four Lakhs Sixty-Eight Thousand Only
Confirmation Bonus *	50,000	Rupees Fifty Thousand Only
Performance Bonus **	45,000	Rupees Forty-Five Thousand Only
Retention Bonus ***	1,50,000	Rupees One Lakh Fifty Thousand Only
Gratuity	27,000	Rupees Twenty-Seven Thousand Only
Mediclaim (Notional)	15,000	Rupees Fifteen Thousand Only
Total CTC	**7,55,000**	Rupees Seven Lakhs Fifty-Five Thousand Only
Income Tax, Professional tax and other applicable taxes shall be deducted from the salary on a monthly basis as per Government Policy.		

Gross Salary includes Basic Pay, HRA and other allowances, the details of which will be available in your payslip. Your individual compensation is strictly between yourself and the Company. It has been determined based on numerous factors such as job role, skills – specific background, and professional merit. This information and any changes made therein should be treated as personal and confidential.

* **Confirmation Bonus** will be paid once on the successful completion of the probation period. In case an employee wishes to leave the organization before 2 years from the date of confirmation, this bonus will have to be settled.

****Performance Bonus:** To be eligible for the performance bonus, you must be a confirmed employee and not be serving your notice period at the start of the performance appraisal process and also at disbursal time of the said bonus. This bonus is paid out in one instalment on the closure of financial cycle (pro-rata basis, if applicable). This may change, contingent on the company, group & individual performance.

*****Retention Bonus** will be paid on monthly basis for each of the first three years from the date of joining. If the employee resigns or gets terminated from the organization before 3rd year of their employment starting from the date of their confirmation, he/she will have to settle the Retention Bonus received until then.

As mentioned above, you will be entitled for Group Medical Insurance for floater sum insured Rupees Three Lakhs only. Details of the same would be furnished in the Appointment Letter.

Best Regards,

Ashima Kumar

Ashima Kumar

Head - Training & Development and Corporate Communications

PharmaACE

Accepted By: Tonyal

Date: Oct 19 2023 10:11 IST

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Annexure B

CONFIDENTIALITY AND NON-COMPETE AGREEMENT

A. During the employment period and for a period of 2 years post the last employment date, the employee agrees not to accept any job offer or apply to any jobs in the following companies as these companies compete directly with PharmaACE and its clients:

1. Merck & Co. including Merck India and all other affiliates
2. Aspect Ratio including all its affiliates
3. Novartis International AG including Novartis India and all other affiliates
4. IQVIA Health including all its affiliates
5. ZS Associates and all its affiliates
6. AXTRIA and all its affiliates

B. During the Employment Period, the Employee may have access to or receive certain information about PharmaACE customers and their projects. All project related information, whether labelled such or not, is designated as Confidential. **Confidential Information** includes information related to PharmaACE and its client's financial statements, budgets and projections, customer identifying information, potential and intended customers, employers, products, computer programs, specifications, manuals, software, analyses, strategies, marketing plans, business plans, and other confidential information, provided orally, in writing, by drawings, or by any other media. The Employee will treat all information as confidential and will not disclose it to any third party. In addition, the Employee shall use due care and diligence to prevent the unauthorized use or disclosure of that information.

Best Regards,

Ashima Kumar

Ashima Kumar

Head - Training & Development and Corporate Communications

PharmaACE

Accepted By: Tonyak

Date: Oct 19 2023 10:11 IST

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Tata AIG General Insurance Company Limited
Regd Office: 15th Floor, Tower A, Peninsula Business Park,
G. K. Marg, Lower Parel, Mumbai - 400 013.
Tel. No.: +91 22 66938000
www.tataaig.com
IRDA Registration No.: 108
CIN : U85110MH2000PLC128425

13 June 2024

Miss. Tejaswini Pattnaik
House 118
Gurgaon
Haryana 122002
India

Dear Tejaswini

Subject: Offer Proposal

We, Tata AIG General Insurance Company Limited are pleased to extend you an offer proposal for the position of **Management Trainee** at **MT** in **Health Insurance** department.

Your initial place of posting would be **Peninsula**. The Company reserves right to transfer you to any location / department and / or job role in India or abroad in the future, as maybe required for the Company's business requirement.

Your annual Cost to Company will be Rs. **900,000.00** per annum. The compensation details are detailed in the 'Annexure' to this offer letter. You will be eligible for performance bonus / incentives as per the Company's policies from time to time.

This offer letter is contingent upon the successful completion of health declaration and background verification that may be conducted by the Company or any other external agency authorized to conduct the same. By accepting this offer letter, you hereby give your unconditional consent to the Company or any third party appointed / nominated by the Company to conduct background verification including but not limited to current and past employers, criminal conviction records, university / school / college records, professional and personal references and other verifying sources / authorities.

We would expect you to revert with offer acceptance within 3 working days of receipt of this offer letter and join us latest on or before 22 July 2024, beyond which the offer and this offer letter would stand withdrawn, unless a new date is by the Company in writing.

A detailed appointment letter will be issued to you upon joining and completion of requisite documents submitted by you or as may be required by the Company.

Yours Sincerely,

For **Tata AIG General Insurance Company Limited.**

Jitesh Bawa

Chief Human Resource Officer

tataaig.com | *think ahead*

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Tejaswini Pattnaik

ANNEXURE

Name	Tejaswini Pattnaik
Designation	Management Trainee
Band	MT
Location	Peninsula
Department	Health Insurance

Pay Component (A)	Per Annum (Rs.)	Remarks
Basic Salary	297,000.00	Fully Taxable
House Rent Allowance (HRA)	148,500.00	Taxability as per applicable IT provisions on HRA
Flexi Allowance Plan (FAP)	404,574.00	Taxability as per applicable IT provisions on (FAP)
Statutory Bonus	0.00	
Total of (A)	**850,074.00**	
Statutory Benefits (B)		
Provident Fund (Employer Contribution)	35,640.00	As per the applicable law
Gratuity	14,286.00	As per the applicable law
Total Fixed Cost (A+ B)	**900,000.00**	
Target Annual Performance Bonus (C)	**270,000.00**	Performance Bonus is payable once a year, maximum up to 30% of fixed CTC based upon the individual performance & Company performance. The mentioned is at Target level Company performance
Maximum Earning Capacity (A+B+C)	**1,170,000.00**	

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Tejaswini Pattnaik

Statutory Bonus shall be payable in accordance with The Payment of Bonus Act, 1965, as applicable.

*Gratuity shall be payable in accordance with The Payment of Gratuity Act, 1972, as applicable.

*Note-All of the Above Payments would be subject to tax and other deductions as per norms.

Guidelines on Annual Performance Bonus:
You will be eligible for an Annual Performance Linked Bonus Pay in the relevant performance year under review which will be based on individual performance and Company performance. Target bonus amount mentioned above will be the maximum payable and there is no guaranteed amount. Any employee earning incentives during the year or serving notice period on the date of pay-out will not be eligible for this component. Payment of Annual Performance Bonus is as per the Company policy, which is subject to change basis management discretion.

Guidelines for Flexi Allowance Plan:	
a) Each employee is entitled to exercise his / her choice of apportionment of FAP subject to total limits available against each allowance	
b). The below selection shall be taxable / non-taxable as provided for under the Income Tax act and the rule there made under and amended from time to time	
Allow / Reimb Head	Permissible Limit (in INR)
Food Coupons	Rs 15000 (or) 26400 per annum
Gift Vouchers	Rs 4999 per annum
LTA	Upto Rs. 2 Lakhs per annum
Children Hostel Allowance	Rs 300 per child per month up to a max of 2 kids
Education Allowance	Rs 100 per child per month up to a max of 2 kids
Vehicle & Fuel Maintenance (Only for Band 3 & Above Levels)	Rs 21600 per annum
Driver Salary (Only for Band 3 & Above Levels)	Rs 10800 per annum
Telephone Reimbursement	Rs 12000 or 24000 per annum
National Pension Scheme	10% of the basic Salary or 1.5 Lakhs whichever is lower

Tejaswini Pattnaik

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Other Benefits*	Cover
Group Mediclaim Insurance cover	Self, Spouse and 2 dependent children on a family floater basis.
Group Term Life Insurance cover	Two times of Annual fixed compensation less retirals or Rs.10,00,000 whichever is higher. (Retirals includes PF and Gratuity)
Group Personal Accident Insurance cover	Applicable as per the company policy.
Voluntary Parents Mediclaim Policy	An employee can cover his/her dependent Parents and/ or Parents in laws. This is a voluntary policy where the premium will be borne by the employee.

* Please refer the Individual Policy Documents for more details

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Tejaswini Patnaik

1644

PrimEra

EMPLOYMENT OFFER

27/05/2024

DR. TIKA KUMARI

C/O:Yam Bahadur, 161- K Second Floor, CPWD Quarters, Chitra Gupta Road, Aram Bagh,Pahar Ganj, Central Delhi, Delhi -110055

Delhi (UT)

India

110055

Dear DR. TIKA KUMARI,

With reference to your application for employment and interview and further discussions, we are pleased to offer you employment as **Associate Analyst** in **PrimEra Medical Technologies Private Limited**.

1. **Date and place of Joining:**

You are expected to join on **29/05/2024** You are required to complete the Joining Formalities and the documents required are mentioned in Annexure – A along with other Terms.

Your place of posting will be at Hyderabad - CV Heights.

2. **Salary:**

Your CTC will be INR **600000/- (Rupees Six Lakh Only**) Which includes Gross Salary of INR **578400 /- per annum**. Statutory deductions will be applicable as per prevailing laws viz., Income tax, PT, PF, ESI etc. All perquisites and benefits including reimbursements are subject to Income Tax provisions, which may be applicable, including taxation on perquisite value. Detailed Salary Breakup available in Salary Annexure.

3.**Conditions for the Employment offer:**

Further to inform that, The company will conduct Back ground verification including but not limited to Education, previous employment and criminal records etc.,. In the event of statements and documents furnished at any stage of the recruitment or during employment founds false, misleads, omission or suppression of facts or if the company receive or notice adverse report against you that may detrimental to interest of the company, then the company shall have a right to terminate your employment at any point of time without giving a notice, nor any payment for any work done or in lieu of as stipulated any document, notwithstanding any other terms and conditions envisaged in any document. The company reserve the rights to initiate the action against you in the court of law as they deem fit for criminal breach of trust.

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4.**Offer Validity:**

This offer of employment is valid for 24 working hours from the date of intimation to the candidate by any digitalized communication.

This letter of offer is based on the information furnished in your application and during the interviews you had with us. If, at any time in future, it comes to light that any of this information is incorrect or any relevant information has been withheld, then your employment is liable to be terminated without notice.

5.**Rescindment of offer:**

5.1 That in the event of cancellation of this employment offer by Primera Medical Technologies, we shall compensate you by paying an amount equivalent to 3 months offered Gross salary as per this agreement.

5.2 Whereas in case of you committing a breach of this agreement by not joining with us, you shall pay to Primera Medical Technologies an amount equivalent to 3 months offered Gross salary.

5.3 If you fail to acknowledge or delay the acceptance within the time specified in this offer letter, we can rescind the offer without any intimation and without any compensation. Change in joining date can be done at our discretion.

6.**Authorized Representative:**

The authorized representative on behalf of the company to issue the letter of employment offer to be signed and stamp by the designated persons

6.1 Human Resource Department

7.**Jurisdiction of Litigation:**

In the event of dispute hereto in regard to validity, interpretation, implementation, or alleged material breach of any clause of this Employment offer letter or the use of the confidential information, the parties hereto may recourse to mutually accepted arbitrator as per Arbitration and conciliation Act 1996 in the Hyderabad Jurisdiction. If there is no consensus on arbitration process, they can go for judicial proceeding at court of Hyderabad jurisdiction.

Kindly, refer to enclosed **Annexure A** for the terms and conditions of the offer.

We wish you a long and successful career at PrimEra.

Authorized Signatory
Sridevi Menon
Associate Director - HR
Date: 27/05/2024

I declare and acknowledge that have read the letter of employment offer and understood the content and obligation. I have signed this offer without any coercion and free of mind to accept the same.

Signature of Candidate:
Date:
Place:
Note: (Attach a valid document to verify the signature)

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ANNEXURE A

High Level Employment Terms and Conditions

- This Offer is valid only if accepted within 24 hours; else offer is deemed to have been cancelled
- You will be on full time employment with PrimeEra and during the tenure of employment, you should not undertake any direct/indirect business/work/assignment, whether honorary or for payment
- You will retire from the PrimEra Services on reaching the age of 60 years or earlier if found medically unfit. Your date of birth already given by you in your application form would be treated as binding and final.
- Your job is transferable and the Company reserves its right to require you to work in any shifts from any of its offices or client location, whether in India or Abroad.
- Your employment is subject to the Company receiving satisfactory references from the references provided by you and (OPTIONAL) your successful pre-employment medical check-up.
- Your salary/compensation details are strictly confidential between you and the Company. It should not be disclosed or discussed with any other person or official in the company or outside unless required for disclosure as per statutes.

Documents Required

Educational Certificates:

A) SSC (Board of secondary education)

B) 10+2 (Board of higher secondary)

C) Graduation (Provisional Certificate, Consolidated Memo, University Certificate)

D) Other Highest Qualification (Provisional Certificate, Consolidated Memo, University Certificate)

Employment Certificates

A) Relieving Letter of all the previous employments

B) Latest 3 months Pay Slips from last employer

C)From 16 of Previous Financial Year from previous employer

Other Documents

- Passport / ID Proof / Aadhar Card
- Aadhar & Pan Card Copy is Mandatory for salary processing
- 4 Copies of passport size photographs
- PF and UAN Details – Previous Employer
- KYC details (Any 4 of the following 8 documents details required)
- Bank Account (Any savings account)/ NPR / Passport / Driving License/ Voter ID Card/Ration Card / ESIC Card
- Current Address proof.

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Contact details

- Mobile Number linked with Aadhaar
- Person name and contact number for Emergency contact

PrimEra

SALARY ANNEXURE

Name: DR. TIKA KUMARI

Designation: Associate Analyst

COMPENSATION DETAILS

Salary Components	INR - Monthly	INR - Annualized
Salary Components		
Basic	25000	300000
HRA	10000	120000
Other Allowance	0	0
Special Pay	11200	134400
Statutory Bonus.	2000	24000
Sub Total	**48200**	**578400**
Employer Contribution		
PF & EPS - Employer Cont.	1800	21600
Sub Total	**1800**	**21600**
Reimbursements		
Retention Bonus	0	0
Sub Total	**0**	**0**
Cost to the Company	**50000**	**600000**
Deduction		
PF (Employee Contribution)	1800	21600
Professional Tax	200	2400
Sub Total	**2000**	**24000**
Net Take Home (Excluding Applicable Taxes)	**46200**	**554400**

Notes: Details of Benefits offering by the company

1. Bonus/Statutory Bonus, if applicable as The Payment of Bonus Act, 1965, shall be paid in 12 equal monthly installments in advance
2. Gratuity is applicable as per Payment of Gratuity Act 1972
3. Benefits – PrimEra Medical Technologies Pvt Ltd., will provide Medical Insurance for self, spouse and up to 2 kids. Also provide Accidental insurance for employee only
4. Reimbursements - Travel, Relocation, Certifications, Trainings/ Cab Facility/ Meal Card/ Insurance/Allowances/Bonus are as part of the Company Policy in force from time to time and may be altered/modified at any time without any prior notice
5. Company is providing the Meal card as per the policy which is not salary component.
6. Salary Structure of The Company may be altered/modified at any time without any prior notice and your remuneration and other terms may accordingly be altered/modified from time to time.

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- At the time of joining employment, you shall sign and accept o Terms and conditions of employment
- Employment, Invention and Confidential Information Agreement
- The detailed list of job related accountabilities and work-related terms and conditions including the code of Ethics and detailed break of CTC would be provided along with the Appointment letter

PrimEra Medical Technologies Private Limited

Sridevi Menon
Associate Director - HR

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Near Sanganer Airport, Jaipur-302029

1645

cloudnine

Date: **Mar 16, 2024**

Dear Dr.(Ms.) Trisha Sharma,

Congratulations! You've landed on Cloudnine!

We are delighted to offer you the position of **"Asst. Manager - Operations"** in the **"Center Management Team"** department.

On Cloudnine, we are continually scouring the country for bright, young talent who can infuse our brand with new blood, energy and spirit. We are a community of vibrant minds and kindred souls. And we'd love for you to be a part of it. We found that your experience and outlook meshes well with the skill sets we are looking for in this role, and we look forward to the value that you can add to our organization.

As and on Cloudnine, our organizational fabric is seamed together by four intrinsic values: Respect, Innovation, Customer Centricity and Integrity. We pride ourselves on being an organization that is equally outward and inward looking, channeling the energies harboured within us to our customers and well-wishers.

Our brand is also deep-seated in a guiding trinity we've christened the 3C's: comprehensive care, clinical excellence and celebration. These principles lead the Cloudnine way beautifully, marrying superior care with little flashes of delight. Just as surely as the 3Cs are exemplified towards guests, they are mirrored towards employees. Our organization is rooted in superlative employee satisfaction and care, and the celebration of milestones big and small. Our work is tightly tethered to passion and play, and we love what we do. We cherish each day, and we want you to do the same.

There's only one step left before we embark on this brand-new, exciting journey. By accepting this offer letter, you can take your first step on Cloudnine. We promise you a treasure trove of new experiences that will keep you on Cloudnine for a long time to come.

You are requested to join us on or before **April 01, 2024**,
This job offer is contingent upon the following:

1. Completion of a satisfactory background check.
2. Satisfactory reference checks.
3. Execution of an employment/non-compete/confidentiality agreement.
4. Satisfactory Health checks.

For any questions, please feel free to respond to this email and I'll be happy to address them for you.

Yours sincerely,

Sofia Joseph
Head–Human Resources

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

cloudnine

Date: **Mar 16, 2024**

Dr.(Ms.) Trisha Sharma,

Annexure-I

	Monthly	Annualized
Earnings		
Basic + DA	20308	243696
HRA	10154	121848
Special Allowance	20308	243696
Gross Earnings	50770	609240
Retirals		
PF Contribution (Employer)	0	0
Meritorious Contribution	977	11724
Statutory Bonus		
Advance Statutory Bonus **	1516	18192
Performance Linked Pay		
Performance Linked Pay *	5077	60924
Incentive	0	0
Cost to Company		
Cost to Company	58340	700080
Deductions		
ESI Contribution (Employee)	0	
PF Contribution (Employee)	0	
Professional Tax (Employee)	200	
Total Deductions	200	
Monthly Take Home ***	52086	

*** Performance Linked Pay and Meritorious Contribution as per policy.**
**** Monthly Advance Statutory Bonus paid against Annual Statutory Bonus amount.**

***** Take Home is before Income Tax and excluding Performance Linked Pay and Health Insurance Deductions**
- **Applicable tax to be borne by the employee.**
- **Health Insurance Coverage for Self and Family & Accident Insurance Coverage for Self as per policy and deductions made at actuals.**
- **Special Allowance may be allocated to reimbursement options detailed below.**

Reimbursement Options	Annual Limit
Food Coupons	Rs. 30,000

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(1647)

KhushiBaby

Letter No:KB Admin/HR2023-24/167

Dated: March 11, 2024

Ms. V. Vaishnavi,
Address: 502, Eden Gardens Appts,
Bajaj Nagar Enclave, Jaipur, Rajasthan,302015
sharmavaishnavi2021@gmail.com

Subject: Appointment letter for joining as Public Health Probationary Associate at Khushi Baby

Dear Vaishanvi,

Khushi Baby is pleased to extend an offer to you for the position of "Public Health Probationary Associate" for a period of 3 months with a consolidated monthly compensation of INR 35,000. A performance review will be conducted upon the completion of the three months in this position with Khushi Baby. Your further continuation with the organization will be determined by your performance and conduct during the probation period, assessed on a 5-point scale rating across 12 performance parameters. A minimum cumulative score of 4.5 will be considered for the extension of services, subject to the sole discretion of KB management

In this position your primary location will be Jaipur, with episodic travel to local field areas and other field locations of Khushi Baby (such as Bengaluru/Udaipur) as a part of your JD and regular knowledge enhancement. Modest expenses for lodging and boarding for official travel will be covered by Khushi Baby as per policy. Throughout your association with Khushi Baby, you are expected to adhere to your job description and the contractual clauses that will be mutually agreed upon.

Your date of joining is effective from the day you report to the Jaipur office of Khushi Baby, which should not be later than March 15, 2024. For more information, please reach out to the HR department.

Please sign and return the enclosed copy of this offer letter to indicate your acceptance of the terms and conditions outlined above. We are excited to welcome you to the Khushi Baby team and look forward to your valuable contributions. If you have any questions regarding the policies and procedures, please do not hesitate to contact me.

Regards,

DocuSigned by:
Mohammed Shahnawaz
CED8407A9C4F47C...

Mohammed Shahnawaz,
COO, Khushi Baby

Khushi Baby
6016 Louis Way, El Dorado Hills, CA, 95762, USA
123 Kharol Colony, Fatehpura, Udaipur, 313001, Rajasthan, India
admin@khushibaby.org, +1 281 725 8062, +91 9001469934
www.khushibaby.org

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Near Sanganer Airport, Jaipur-302029

Outlook

RE: Campus Recruitment 2024 passout batch - IIHMR University Jaipur

From Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Date Tue 3/19/2024 4:16 PM
To Ajay Sharma <ajay@khushibaby.org>
Cc Urvashi Goud <urvashi@khushibaby.org>; Mohammed Shahnawaz <shahnawaz@khushibaby.org>; Anita Thapa <anitathapa@iihmr.edu.in>; N Satheeshkanna <satheeshkanna@iihmr.edu.in>

1 attachment (99 KB)
Khushi Baby_NOC_IIHMR University, Jaipur.pdf;

Dear Sir,

Greetings from IIHMR University Jaipur!

Please find attached the NOC for all the selected candidates.

With Regards,

IIHMR UNIVERSITY

Vinod Tejwani
Dean- Placements & Alumni Relations

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: vinodtejwani@iihmr.edu.in| W:
www.iihmr.edu.in
M: +91 9891393008, 9929754987
P: +91 141 3924700 (213)

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From: Ajay Sharma <ajay@khushibaby.org>
Sent: Wednesday, February 14, 2024 1:22 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Cc: Urvashi Goud <urvashi@khushibaby.org>; Mohammed Shahnawaz <shahnawaz@khushibaby.org>
Subject: Re: Campus Recruitment 2024 passout batch - IIHMR University Jaipur

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Tejwani sir,

Following candidates have been finalized on the position of "Public Health Probationary Associate" with the offers mentioned in brackets with the respective candidate's name. We will give them offer letters very soon starting their joining from 15th March 2024.

1. Vaishnavi V - Probation of 3 months (35K INR per month) -
2. Anushruti Saxena- Probation of 3 months (35K INR per month)
3. Prateek Dad- Probation of 3 months (35K INR per month)
5. Sheetal Sharma- Probation of 3 months (35K INR per month)
6. Khushboo Gupta- Internship for 3 months (15K INR stipend per month)

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On completion of their 3 months' tenure, a review of performance of these candidates will be undertaken. Based on the review's result, the full time offer MAY be provided to them to continue on the same or revised role.

Please note that mentioned compensation is consolidated in hand and may be revised (45K per month) on completion of three months tenure, which, however, will solely depend on how well they perform during the first three months of association.

These students have been intimated about their selection in KB and this email is for your official note.

I would like to take this opportunity to thank you for your continuous support and cooperation throughout the process. Please feel free to contact us if any further information is needed in this regard.

Best regards, .

Important: This email contains confidential Information; if you are not an intended recipient, disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.

Ajay Sharma
Lead- Admin & HR
Khushi Baby
KhushiBaby
+919829442079
ajay@khushibaby.org
www.khushibaby.org



On Mon, Feb 12, 2024 at 2:27 PM Vinod Tejwani <vinodtejwani@iihmr.edu.in> wrote:

> Dear Sir,
>
> Thanks a lot.
>
> Nayonika Singh is already placed with other organization. This is for your information please.
>
> **With Regards,**
>
> Registrar
> The IIHMR University
> 1, Prabhu Dayal Marg
> Near Sanganer Airport, Jaipur-302029
>
> IIHMR UNIVERSITY
>
> **Vinod Tejwani**
> **Dean- Placements & Alumni Relations**
>
> A: IIHMR University | 1, Prabhu Dayal Marg,
> Near Sanganer Airport, Jaipur – 302029
> E: vinodtejwani@iihmr.edu.in| W:
> www.iihmr.edu.in
> M: +91 9891393008, 9929754987
> P: +91 141 3924700 (213)
>
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(1648)

Rhea
Healthcare Private Limited

motherhood
women & children's hospital

23rd January 2024

Ms. Vanisri
IIHMR, Jaipur

LETTER OF INTENT FOR THE TRAINEE - MEDICAL OPERATIONS PROGRAM

Dear Ms. Vanisri,

Congratulations!

With reference to your application and the subsequent selection process, we are pleased to include you as part of our "**Trainee - Medical Operations**" program. The Medical Operations Trainee program is specially designed for young talent. You will experience challenging functional stints that will enhance your learning.

On joining, you shall be designated as **'Trainee - Medical Operations'** in **'Rhea Healthcare Pvt Ltd'**. The terms and conditions of the offer are given below.

1. You will initially report for an Orientation & Induction in Bangalore.

2. You are expected to join the Trainee - Medical Operations Program on **15-July-2024**, failing which we will presume that you have no interest in working with us. Accordingly, this offer will be treated as cancelled and withdrawn. The Business hours begin from **09:30 am** on the date of joining.

3. You will be in training for an initial period of **Twelve months.** Based on assessment of your performance during the training period, you may be considered for absorption into the regular cadre of the Company at the sole discretion of the management. Your absorption shall be only by way of written communication issued by appropriate officials in this regard.

4. This letter of intent is conditional and subject to your clearance of the **Pre-employment Medical Examination** by a Medical Officer designated by the company and submission of background verification related documents.

5. Please return the duplicate copy of this letter duly signed indicating your acceptance.

6. Please submit the following at the time of your joining:
   - Documentary evidence of date of birth
   - Attested copies of all educational qualifications (**SSC, HSC, Degree/Diploma**)
   - Four passport size photographs
   - Blood group proof

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- PAN Card copy
- Aadhar Card Copy
- Pre-employment Application Form (if not submitted already)

Please note that all the above documents and information provided by you form the basis of your representation and our offer and the same shall be subject to verification as may be required by the Company from time to time.

You will be required to produce your latest qualification certificate within 90 days from the date of joining.

7. You will be on training for a period of 12 months in the first instance, subject to extension(s), if deemed necessary, at the sole discretion of the Management.

8. This is not a regular letter of appointment but a letter of intent inviting you to be a part of the organization. The formal letter of appointment will be issued at the time of your joining.

9. On completion of your training and based on your performance, you will be deployed in any unit of the Motherhood Hospitals, Pan India, subject to the positions available at that point of time.

10. The Compensation and Benefits Program applicable to your Band is a Cost to Company of Rs.5,00,000/-(Five Lakhs Only). We reiterate that your compensation is a confidential matter between you and the Company, and we reaffirm that the Company shall view any breach of confidentiality with the utmost seriousness.

Please return the duplicate copy of this letter duly signed indicating your acceptance of our terms and conditions, as stated above, within seven days of receipt of this letter of intent.

We once again would like to thank you for your interest in seeking a career with us and hope you will have a fruitful and successful career with us.

Yours sincerely,

For Rhea Healthcare Pvt Ltd

Kod Helen Vardan

Authorized Signatory

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

I accept the offer as outlined above,

Signature: Vani Date: 25/01/2024

1649

ADITYA BIRLA CAPITAL

PROTECTING INVESTING FINANCING ADVISING

Sub: Offer Letter

Date:13-May-2024

Private & Confidential

Dear VANSHIKA KAUL,

We take pleasure in inviting you to be a part of Financial Services, an the Aditya Birla Group Company.

Your journey, at Financial Services, begins with the position of "Management Trainee". The details of your compensation and benefits are enclosed in the Annexure.

This position is based out of G Corp Ho - Mumbai. The summary details are provided below:

- Job Band: TR
- Designation: Management Trainee
- Function: Service Ops
- Reporting to Project Mentor

Terms and Conditions:

1. You will be on the rolls of Financial Services and all its employment conditions will be applicable. The probation period will be of six months from the 08-Jul-2024. You will be confirmed subject to successful completion of the probation period.
2. A detailed letter of appointment awaits you on your joining and on successful completion of joining formalities.
3. This offer is valid subject to acceptable feedback from professional reference checks, credential checks, antecedent checks and you being declared medically fit to work as per the Pre-employment health check-up.
4. All Taxes and necessary compliances will be applicable as per Indian Laws.
5. Your performance review cycle will be due for completion on 01-Jul-2025 with effective from the date of your joining.

We look forward to your offer acceptance and welcoming you on board.

Yours Faithfully,

For Financial Services

This is a system generated letter. Hence, doesn't require signature.

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Near Sanganer Airport, Jaipur-302029

Aditya Birla Capital Ltd.
One Indiabulls Centre, Tower 1-C, 18th Floor, Jupiter Mill Compound,
841, Senapati Bapat Marg, Elphinstone Road, Mumbai 400 013.
+91 22 4356 7000 | (F) +91 22 4356 7111
abc.secretarial@adityabirlacapital.com I www.adityabirlacapital.com

Registered Office:
Indian Rayon Compound, Veraval - 362 266. Gujarat.
+91 28762 45711
CIN: L67120GJ2007PLC058890

Annexure "A'

Name	**VANSHIKA KAUL**		
Date of Joining	**08-Jul-2024**	**Business**	**Aditya Birla Capital Limited**
Job Band	**MT**	**Business Unit**	**Aditya Birla Sun Life AMC Limited**
Designation	**Management Trainee**	**Department**	**Ops - Head's Office**
Role	**Operations - MT**	**Performance Review Year**	**April to March**
Location of Posting	**ABHI - Thane - G Corp**	**Compensation Review Year**	**July to June**
Reporting To	**Project Mentor**	**Next Compensation review date**	**01-Jul-2024**

	Per MONTH	Per ANNUM	Remarks
Salary		**2,62,500**	
Basic Salary	21,875	2,62,500	This is paid on a monthly basis. Retirement benefits are linked to it.
Allowances/ Reimbursements		**2,98,999**	
Leave Travel Allowance	-	10,000	This covers reimbursement for travel on leave within India. It is governed by the Income Tax Act where one can take tax exemptions twice in a block of four years as per guidelines
Education Allowance	200	2,400	This is paid on a monthly basis.
Special Allowance	22,483	2,69,799	This is paid on a monthly basis.
Advance against statutory bonus	1,400	16,800	Applicable to employees having basic salary less than or equal to INR 21,000 per month. This paid on a monthly basis.
Guaranteed Cash		**5,61,499**	
Retirement Benefits		**57,251**	
Provident Fund (12% of Basic) - Employer Contribution	2,625	31,500	The employer contributes to the extent of 12% of basic salary or Rs. 21600 whichever is higher.
Gratuity (15 days Basic)	1,052	12,626	This is governed by the Payment of Gratuity Act.
National Pension Scheme	1,094	13,125	NPS (Optional) - The National Pension System (NPS) is a voluntary retirement scheme. 5% of Basic Salary will be contributed in National Pension Scheme & employee has an option to increase contribution up to a maximum of 10% of Basic Salary. Employee also has an option to opt out of the NPS. In case of opt out, the said amount will be added to special allowance.
Fixed Compensation w/o housing		**6,18,750**	
Housing		**1,31,250**	
HRA	10,938	1,31,250	This is calculated @ 50% of Basic Salary. This amount is paid as a part of the monthly salary
Fixed Compensation		**7,50,000**	
Cost to Company		**7,50,000**	
Joining Bonus		75,000	This is a one time (pre tax) Joining Bonus paid at the time of joining and is over and above the fixed compensation details mentioned above. This amount (pre tax) would be entirely recovered from you, in the event of your separation from the Company anytime during a period of 12 months, from your date of joining. The gross amount will be recovered in full.
Confirmation Bonus		1,00,000	This is a one time (pre tax) Confirmation Bonus paid post your confirmation and is over and above the fixed compensation details mentioned above. This amount (pre tax) would be entirely recovered from you, in the event of your separation from the Company anytime during a period of 12 months, from your date of payout. The gross amount will be recovered in full. This is paid in lieu of Annual Incentive.
Notice Buyout		No	You shall also be paid a sum on actuals towards reimbursement of Notice Pay Buyout from your current organization at the time of joining subject to submission of documentary proofs. This is a onetime payment over and above the cost to company details mentioned in the annexure as above. In case of seperation from services from the company within 12 months from the time of payout, the said amount will be recovered in full.

Notes:
- Taxes as applicable, to be borne by the incumbent, as per prevailing tax laws.

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Employee Protection and Wellness Benefits / Perks not Valued

Employee and family care have been core to our belief. We enrich the lives of our employees and their families by offering protection and wellness solutions that cover physical and emotional wellbeing. Key Benefits are summarized for your ready reference. We encourage you to know more about these benefits and utilize them to enrich your life and the lives of your family members. Below information is indicative and subject to change from time to time.

Mobile Phone	Yes	Rental and official calls (For VIL subscriptions only).
Group Medical Insurance - Base	INR 500,000	The Group Medical Insurance provides a Base cover of INR 500,000 for a family of 6 including Parents / Parents-in-law (as chosen by the employee). This is a Co-Pay policy.
Group Medical Insurance - Top up / Top	INR 200,000 to INR 2,500,000	Employees have the option to choose Top up cover ranging from INR 2 lacs to INR 25 lacs with the default option being INR 3 lacs. The "Top Up" plan is voluntary and fully paid for by the employee. On opting for Top-up there is a waiver of premium Co-Pay on the Base Cover as defined in the policy.
Group Accident Insurance	50,00,000	The Group Accident Insurance provides for compensation in the event of accidental death or disablement. The entire premium is borne by the organization.
Nishchint	20,00,000	Nishchint is a voluntary life insurance benefit. The amount is indicative as per your current Job band, subject to your enrolment at the time of policy renewal. Employees will be charged a premium at 25% of total premium rates (subject to maximum of INR 60,000) and company will pick up the remaining costs.
Group Term Insurance	15,00,000	The Group Term Insurance provides for compensation in the event of Basic death, Accidental death and Dismemberment, Critical illness. The entire premium is borne by the organization.
Integrated Personal Health Care Programme		
Health Assessment	As per Policy	Wellness Assurance Policy provides for preventive health check-up for employees at regular intervals. The frequency and tests have been decided keeping in mind the age-related risks. 1) Employees in the age group 35 and below are eligible for one Health Check up every 3 years. 2) Employees in the age group 36 – 45 are eligible for one Health Check up every 2 years. 3)Employee in the age group above 45 and employees in JB 5 and above (irrespective of the age) are eligible for Health Check up every year. Employees are encouraged to undergo an annual basic health assessment through our digital partner or plant hospital as applicable. Details as mentioned below in the Digital Health and Wellbeing App section.
Life Unlimited	As per Policy	Emotional well-being is as important as physical well-being. Through Life Unlimited, we have tie-ups with reputed partners who offer confidential counselling services and resources that help navigate through difficult situations and build resilience. These are meant for you and your family members.
Digital Health and Wellbeing App	INR 1,500	Wellness Benefit is being offered for enabling a healthier lifestyle and to provide support to you to monitor and improve your vital health parameters. We encourage you to undertake the regular health check-up/ assessments provided by the company and download the Digital Health and Wellbeing App to avail all other wellness offerings.
Retirement Benefits		
Gratuity	As per Policy	The Gratuity is payable at the time of separation with a continuous service of 5 years or more. The Payout is based on 15 days' Basic Salary for every completed year of service. The Gratuity benefit on Retirement is as follows. 1. More than 5 and up to 10 years - 15 days of last drawn basic salary per completed year of service 2. More than 10 and up to 15 years - 21 days of last drawn basic salary per completed year of service 3. More than 15 years - 1 month of last drawn basic salary per completed year of service
National Pension Scheme	As per Policy	Employees have an option to opt for Contribution to National Pension Scheme up to a maximum of 10% of Basic Salary. Also, Employees can transfer the accumulations under the existing Superannuation Fund account to the National Pension Scheme.

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1650

Tata AIG General Insurance Company Limited
Regd Office: 15th Floor, Tower A, Peninsula Business Park,
G. K. Marg, Lower Parel, Mumbai - 400 013,
Tel. No.: +91 22 66930000
www.tataaig.com
IRDA Registration No.: 108
CIN : U85110MH2000PLC128425

Great Place To Work. Certified

TATA AIG INSURANCE
WITH YOU ALWAYS

14 June 2024

Ms. Vanshika Rana
1276
Hisar
Haryana 125001
India

Dear Vanshika

Subject: Offer Proposal

We, Tata AIG General Insurance Company Limited are pleased to extend you an offer proposal for the position of **MT** at **MT** in **Health Insurance** department.

Your initial place of posting would be **Peninsula.** The Company reserves right to transfer you to any location / department and / or job role in India or abroad in the future, as maybe required for the Company's business requirement.

Your annual Cost to Company will be Rs. **900,000.00** per annum. The compensation details are detailed in the 'Annexure' to this offer letter. You will be eligible for performance bonus / incentives as per the Company's policies from time to time.

This offer letter is contingent upon the successful completion of health declaration and background verification that may be conducted by the Company or any other external agency authorized to conduct the same. By accepting this offer letter, you hereby give your unconditional consent to the Company or any third party appointed / nominated by the Company to conduct background verification including but not limited to current and past employers, criminal conviction records, university / school / college records, professional and personal references and other verifying sources / authorities.

We would expect you to revert with offer acceptance within 3 working days of receipt of this offer letter and join us latest on or before 22 July 2024, beyond which the offer and this offer letter would stand withdrawn, unless a new date is by the Company in writing.

A detailed appointment letter will be issued to you upon joining and completion of requisite documents submitted by you or as may be required by the Company.

Yours Sincerely,

For **Tata AIG General Insurance Company Limited.**

Jitesh Bawa

Chief Human Resource Officer

tataaig.com | *think ahead*

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ANNEXURE

Name	Vanshika Rana
Designation	MT
Band	MT
Location	Peninsula
Department	Health Insurance

Pay Component (A)	Per Annum (Rs.)	Remarks
Basic Salary	297,000.00	Fully Taxable
House Rent Allowance (HRA)	148,500.00	Taxability as per applicable IT provisions on HRA
Flexi Allowance Plan (FAP)	404,574.00	Taxability as per applicable IT provisions on (FAP)
Statutory Bonus	0.00	
Total of (A)	**850,074.00**	
Statutory Benefits (B)		
Provident Fund (Employer Contribution)	35,640.00	As per the applicable law
Gratuity	14,286.00	As per the applicable law
Total Fixed Cost (A+ B)	**900,000.00**	
Target Annual Performance Bonus (C)	**270,000.00**	Performance Bonus is payable once a year, maximum up to 30% of fixed CTC based upon the individual performance & Company performance. The mentioned is at Target level Company performance
Maximum Earning Capacity (A+B+C)	**1,170,000.00**	

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Statutory Bonus shall be payable in accordance with The Payment of Bonus Act, 1965, as applicable.

*Gratuity shall be payable in accordance with The Payment of Gratuity Act, 1972, as applicable.

*Note-All of the Above Payments would be subject to tax and other deductions as per norms.

Guidelines on Annual Performance Bonus:
You will be eligible for an Annual Performance Linked Bonus Pay in the relevant performance year under review which will be based on individual performance and Company performance. Target bonus amount mentioned above will be the maximum payable and there is no guaranteed amount. Any employee earning incentives during the year or serving notice period on the date of pay-out will not be eligible for this component. Payment of Annual Performance Bonus is as per the Company policy, which is subject to change basis management discretion.

Guidelines for Flexi Allowance Plan:	
a) Each employee is entitled to exercise his / her choice of apportionment of FAP subject to total limits available against each allowance	
b). The below selection shall be taxable / non-taxable as provided for under the Income Tax act and the rule there made under and amended from time to time	
Allow / Reimb Head	Permissible Limit (in INR)
Food Coupons	Rs 15000 (or) 26400 per annum
Gift Vouchers	Rs 4999 per annum
LTA	Upto Rs. 2 Lakhs per annum
Children Hostel Allowance	Rs 300 per child per month up to a max of 2 kids
Education Allowance	Rs 100 per child per month up to a max of 2 kids
Vehicle & Fuel Maintenance (Only for Band 3 & Above Levels)	Rs 21600 per annum
Driver Salary (Only for Band 3 & Above Levels)	Rs 10800 per annum
Telephone Reimbursement	Rs 12000 or 24000 per annum
National Pension Scheme	10% of the basic Salary or 1.5 Lakhs whichever is lower

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Other Benefits*	Cover
Group Mediclaim Insurance cover	Self, Spouse and 2 dependent children on a family floater basis.
Group Term Life Insurance cover	Two times of Annual fixed compensation less retirals or Rs.10,00,000 whichever is higher. (Retirals includes PF and Gratuity)
Group Personal Accident Insurance cover	Applicable as per the company policy.
Voluntary Parents Mediclaim Policy	An employee can cover his/her dependent Parents and/ or Parents in laws. This is a voluntary policy where the premium will be borne by the employee.

* Please refer the Individual Policy Documents for more details

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HRD/COV/1007855299/24-25

Infosys
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October 8, 2024

Ms. Vibhuti Chauhan
A-30/D Third Floor,
Vijay Nagar,
New Delhi-110009
India
Ph: +91- 9810467562

Dear Vibhuti,

Welcome to Infosys!

At Infosys, our purpose is to amplify human potential and create the next opportunity for people, businesses and communities. Our employees are key to realizing this. It is our continuing ambition to find and retain people who believe in our values and share our desire to build a great company.

It is therefore with great pleasure that we offer you the position of **Associate Consultant** with Infosys Limited (hereinafter referred to as **"Company"** or **"Infosys"**).

Please see enclosed the offer of employment.

The offer of employment shall remain valid for a period of 14 (fourteen) calendar days from the date of the offer of employment unless withdrawn by the Company at any time before your explicit acceptance.

The offer of employment shall be deemed to have been rejected by you, in the event : (i) you fail to communicate your acceptance to the offer within 14 (fourteen) calendar days from the date of the offer of employment where you have not been granted any extension of time by Infosys to communicate your acceptance; or (ii) you notify Infosys in writing that you are rejecting the offer of employment or (iii) you do not join the Company at the Location specified below or any other location that may be informed to you.

Please note that all the employees of Infosys are required to be double vaccinated against Covid-19 unless an exemption exists, for which satisfactory medical evidence will need to be submitted to Infosys at the time of joining.

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

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

Warm regards,

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

INFOSYS LIMITED
SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village
Singapore Township PO, Ghatkesar Mandal
Rangareddy District, Hyderabad 500 088, India
T 040 40600000
F 040 666341356

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

Company Confidential - This communication is confidential between you and Infosys Limited

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HRD/1007855299/24-25

October 8, 2024

Ms. Vibhuti Chauhan
A-30/D Third Floor,
Vijay Nagar,
New Delhi-110009
India
Ph: +91- 9810467562

Dear Vibhuti,

The details of your offer of employment with the Company, are mentioned below:

1. Role Designation : Associate Consultant

2. Role : Associate Consultant

3. Job Level : 4

4. Joining Date

Your scheduled date of joining the employment is **October 14, 2024** .

5. Location

Your location for employment is **HYDERABAD (SEZ)** , SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village Singapore Township PO, Ghatkesar Mandal Rangareddy District, Hyderabad 500 088, India.

You may be asked to relocate to any of the Company`s units, departments or the offices of the Company`s affiliates* and/or the offices of the Company`s customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant policies of the Company in that work location.

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

**For the purpose of this offer of employment, `Affiliate` means an entity that controls, is controlled by, or is under common control of the Company. `Control` includes the right to appoint majority of the directors or to control the management or policy decisions exercisable by a person or persons acting individually or in concert, directly or indirectly by virtue of their shareholding or management rights or shareholders agreements or voting agreements of in any other manner.*

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T 040 40600000
F 040 666341356

INFOSYS LIMITED
SEZ Survey No. 41 (pt) 50 (pt), Pocharam Village
Singapore Township PO, Ghatkesar Mandal
Rangareddy District, Hyderabad 500 088, India

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6. Probation and Confirmation

You will be on probation for a period of 6 (six) months from the date of joining the Company. During your probation, you will be continuously assessed for your suitability to continue in service. In evaluating your suitability, your adherence to the Company policies and applicable laws will also be considered. Notwithstanding anything stated herein, and without limiting the rights of the Company, the Company would be entitled to terminate your services immediately without any notice during your probation, for the occurrence of any action/omission, including but not limited to the following:

(a) for failure to submit the documents required by the Company, details of which are enclosed in Annexure - IV;

(b) for failure to pass background checks to the satisfaction of the Company, including inability to prove employment with previous employers (i) by way of submission of statement of bank account which evidences salary payments by the previous employer, or (ii) statement of provident fund account which evidences contribution of provident fund by the previous employer, or (iii) submission of Form 16/Income tax returns filed, as issued under the Income Tax Act, 1961 or any other applicable law;

(c) for failure to perform the duties that you are capable of performing and as required by the Company;

(d) for any action/omission which may render you unsuitable for the role, as determined by the Company; and

(e) for any other reason, as considered appropriate by the Company.

Your probation shall be confirmed only upon a written communication from the Company.

7. Duties

You will perform day to day duties and activities in accordance with the job description for your Role, as well as other duties you are capable of performing, as required by the Company.

Your position, duties and reporting lines may be changed by the Company as required, from time to time, and you will be informed in writing of those changes.

Unless you are informed otherwise, these terms will continue to apply to you, even though your position, duties and reporting lines may change.

8. Leave

You are entitled to earned leave, right from your date of joining. You will be eligible for 15 (Fifteen) working days of leave annually, during probation. On confirmation, you will be eligible for 20 (Twenty) working days of leave annually.

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

The Company`s policies also provide for Maternity, Paternity and Bereavement leave. Further details will be provided to you at the time of joining.

9. Promotion and Progression

The Company is committed to a performance-based culture. Career progression and increments in your salary will depend significantly upon your performance and demonstrated achievement of agreed business outcomes and desired professional behaviour. A formal assessment of your performance will be periodically conducted in line with the Company`s performance appraisal process with which you will be required to become familiar with, and in which you will need to participate.

10. Compensation and Benefits

Salary

Your Fixed Salary including retirals will be **INR 63,751 per month** and Total Gross Salary inclusive of the Performance Bonus and retirals will be **INR 70,834** per month. Your salary is based on the work performed by you and includes an amount to compensate you for any reasonable additional hours worked by you. The break-up of your salary has been provided in the Compensation Details sheet at Annexure - I.

Basket of Allowances (BOA)

The Basket of Allowances is part of your Fixed Salary.

Youwill have the flexibility of choosing the components of your BOA and the amounts under each of such components that you have chosen, as per the options provided to you on the Company`s intranet.

Performance Bonus

You will be eligible for a Performance Bonus (as per the Company`s Bonus Plan) of **INR 7,083** per month, at a maximum payout of 100%. The Company operates a non-contractual Bonus Plan linked to your performance, Company`s performance and your unit / department`s performance. Any Performance Bonus amount awarded shall be entirely at the discretion of the Company. The Company reserves the right to amend the non-contractual Bonus Plan at any time. The break-up of your salary has been provided in the Compensation Details sheet at Annexure - I.

Guaranteed Performance Bonus

For the first 6 (six) months of your employment with the Company, you will be paid **50%** of your Performance Bonus amount as mentioned in the above clause (Performance Bonus), as a Guaranteed Performance Bonus. The Performance Bonus mentioned in above clause is inclusive of, and not in addition to Guaranteed Performance Bonus.

Ex - Gratia / Bonus

You will be eligible for an ex - gratia/ bonus payout which is calculated at 20% of the basic salary as mentioned in the Compensation Details sheet at Annexure - I of this offer of employment. The mode of payment will be as follows:

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

National Pension Scheme

The Company offers all India based employees the option to contribute towards the national pension scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks.

Insurance

Health Insurance: You will be eligible to participate in a Group Health Insurance Scheme and covered by default under the standard health insurance plan as per the applicable Company Health Insurance Policy. You may also choose to enhance the benefits with other participatory optional health insurance plans.

Life Insurance: You will be covered under the Group Life Insurance Scheme, managed by Infosys Employee Welfare Trust (**"Trust"**). The Trust is established for the benefit and welfare of the employees of the Company and provides assistance to the employees in various forms including but not limited to extension of medical facilities. All employees become members of the Trust, by a one-time payment of **INR 250** and a fixed monthly contribution of **INR 325** which may increase from time to time. Youhereby provide consent for such amounts to be deducted from your monthly salary.

The details of the scheme(s) would be available to you when you join the Company.

11. Work Health and Safety

11.1. You agree to comply with all the directions and instructions emanating from the Company regarding health and safety and shall also take all reasonable steps to ensure that you do not undermine your health and safety or the health and safety of any other person during the period of your employment with the Company.

11.2. You hereby acknowledge and agree that you are medically fit, at all times, to discharge the role and duties entrusted to you by the Company. In the event, the Company has any concerns about your fitness to work at any point in time, the Company may require you to consult and/or undergo a medical examination with a registered medical practitioner as nominated by the Company. You hereby agree to provide the Company with a copy of any such medical reports/results and/or authorize the Company to communicate with the concerned medical practitioner regarding your fitness to return to work. In the event, you are declared medically unfit to discharge your role and duties by a registered medical practitioner or you fail to discharge your role and duties on account of your continued ill health/prolonged illness, your employment may be terminated in accordance with the Company procedure.

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11.3. You hereby acknowledge and agree that in the event you contract any infectious or contagious disease, you will immediately report this information to your manager and/or the BP-HR and upon the Company`s direction, you shall not enter the office of the Company or that of the customer, until permitted to return. The Company also reserves the right to refuse entry into the workplace to any individual who is deemed by the Company to be unfit at its sole discretion, in the interest of providing a safe and hygienic environment for all the employees and third parties visiting the workplace. You hereby agree that during such period when you are not working, you will be on earned leave and upon exhaustion of the earned leave, on unpaid leave.

11.4. You may be required to provide the Company with a medical certificate from a registered medical practitioner to verify a leave claim made on account on sickness.

12. Notice Period and Termination of Employment

Prior to the commencement of your employment with the Company, this offer of employment may be terminated by the Company without any notice to you.

During your probationary period and post confirmation of your employment with the Company, you will be required to give 3 (three) months` notice or salary thereof in case you decide to leave the services of the Company, subject to the Company`s discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the 3 (three) months` notice period. Similarly,the Company can terminate your services with immediate effect and on such termination the Company can give you 3 (three) months` notice or salary thereof.

Your services can be terminated without notice or payment in lieu of notice, at any time, for the occurrence of any of the below act(s)/omission(s), including but not limited to the following:

(a) engagement in misconduct;

(b) loss of confidence by the Company;

(c) engagement in any conduct which brings or may bring the Company into disrepute;

(d) convicted of an indictable offence or enter a plea of guilty to a charge brought for an indictable offence;

(e) in any other circumstance, in which the Company has the right to do so in accordance with the applicable law in force, including any significant breach of the terms and conditions of your offer of employment and/or breach of the Company policies.

13. Garden Leave

The Company may place you on paid leave and direct you to comply with all or part of the following in such circumstances including but not limited to, following the notice to terminate your employment by either party:

(a) not to perform any duties for part or all of the notice period or be employed or engaged in the conduct of any activity of the Company;

(b) not to enter the premises of the Company;

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(c) not to contact or have any communication with customers, prospective customers, employees, consultants, prospective investors, suppliers, distributors, shareholders, agents, representatives or other business contacts of the Company; and/or

(d) remain available to be called upon during your ordinary hours of work as specified by the Company.

During such period, the Company may appoint 1 (one) or more persons to replace you in the performance of the duties of your position.

During such period, the Company shall continue to pay you, your salary and provide your contractual benefits, but shall have no obligation to provide you with any work or opportunities to earn/accrue incentives/commission over and above your salary and all duties of your employment (express and implied) will continue, including but not limited to your duties of fidelity, good faith and exclusive service.

14. Termination Obligations

If your employment is terminated, then you must immediately return all confidential information and any other property of or relating to the Company or the customer, subsidiary or associated companies of the Company which you may have, without retaining any copies of the same.

On termination of your employment for any reason:

(a) you must repay all the monies owed to the Company;

(b) the Company will pay all entitlements owed to you; and

(c) the Company can, to the maximum extent permitted by law, withhold and set-off any amount owed by you under sub-clause (a) from or against any amount owed to you under sub-clause (b).

In the event your employment is terminated due to misconduct while on secondment, to an affiliate of the Company, or any third party, then your employment with the Company shall also stand terminated.

You hereby acknowledge and agree that any statutory or other `last in, first out` rule or any modification thereof shall not apply to you in the event of termination of your employment with the Company for any reason.

15. Deductions

During the course of your employment, you authorize and permit the Company to make any deductions, as required, from your salary in accordance with the applicable law and Company policies. The deduction can include but not be limited to: (a) personal calls made through phone provided by the Company; (b) personal expenses incurred on a Company-issued credit card; (c) recovery of any owed amounts to the Company; (d) personal use of Company-provided facilities; (e) recovery of any tax amounts paid by the Company.

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16. Background checks

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

You acknowledge and agree that the aforementioned information and/or documents provided by you to the Company are true, complete and correct and you have not withheld any information from the Company that would affect your ability to successfully carry out your employment with the Company.

If you fail to submit the necessary information and/or documents as required by the Company within the specified time period or if the Company is not satisfied with the outcome of the background checks, or if the Company finds at any time that any information and/or documents given by you are not correct, true or complete in all respects, the Company may at its discretion and to the fullest extent permitted by applicable law, revoke this offer of employment prior to your acceptance, or terminate your employment without notice or payment of compensation.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information and/or documents including but not limited to: (i) statement of bank account which evidences salary payments by previous employer, or (ii) statement of provident fund account which evidences contribution of provident fund by previous employer, or (iii) submission of Form 16/Income Tax Returns issued/filed under the Income Tax Act, 1961 or any other applicable law, or (iv) proof of submission that your Aadhaar number is linked with your Universal Account Number (**"UAN"**) as issued by the Employees` Provident Fund Organisation, India.

Please note that the Company requires you to furnish a copy of your passport at the time of joining.

17. Conflict of Interest

You agree to cease any existing engagement, whether full-time or part-time, as director / partner / member / employee / sole proprietor of any other organization / entity / sole proprietorship engaged in any form of business activity or public or charitable endeavour prior to joining the Company. You agree to ensure that your last working day with such organization/entity, whether full-time or par-time, is at least one working day prior to your start date with the Company.

You agree not to be, whether full-time or part-time, a director / partner / member / employee / sole proprietor of any other organization / entity / sole proprietorship engaged in any form of business activity or public or charitable endeavour, at any time during the course of your employment with the Company, without the written consent of the Company and to avoid situations that may lead to absenteeism, tardiness, conflict of interest or poor job performance. The consent may be given subject to any terms and conditions that the Company may think fit and such consent may be withdrawn at any time at the discretion of the Company.

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18. Other terms and conditions

18.1. You agree that your primary graduate educational degree and where applicable your post-graduate educational degree which are relevant to the role offered to you is secured under a regular full-time program and not through any distance learning and/or part time program. You further agree and acknowledge that all your educational degrees are secured from educational institutions approved by University Grants Commission (UGC)/ All India Council for Technical Education (AICTE)/ Association of Indian Universities or such of its successors. The Company reserves the right to recognize any educational degree or diploma secured from any other educational institution, in its sole and absolute discretion.

18.2. You hereby agree to provide the Company with the information and/or documents, as required, to enable the Company generate a UAN at the time of joining the Company where you do not have an existing UAN.

18.3. You hereby acknowledge and agree that, at all times during the course of your employment with the Company, you will act in compliance with your obligations under Section 142 of the Code on Social Security, 2020 or such other law, which requires you to establish your identity through your Aadhaar number provided to you under the provisions of the Aadhaar (The Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 or any other law in force for time being.

18.4. Subject to applicable laws, you shall communicate to the Company within a period of 2 (two) working days, in the event of any change in your citizenship status and/or your ability to lawfully work in India. Subject to applicable laws, you also consent to and agree that the Company may, at any time during your employment, perform a check on your citizenship status, and confirm your right to work in India.

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

18.6. You hereby agree that based on the nature of your work and business requirements, you may be required to work on rotational shifts including night shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company will be made applicable to you.

18.7. You hereby agree and acknowledge that, at all times during the course of your employment with the Company, you will physically report to work at your location for employment, as mentioned in Clause 5 of this offer of employment, unless otherwise communicated to you by the Company. In the event, you fail to physically report to work at your location for employment in disobedience of the Company`s direction to report to work without any justifiable reasons, the Company reserves the right to initiate appropriate action against you.

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18.8. The Company may at any time or times, in the event of a fire, catastrophe, natural or man-made disasters, breakdown of machinery, communication equipment, statutory restrictions, failure / stoppage of the power supply, epidemic, pandemic, civil commotion, shortage of orders or other trade reason, financial difficulty, economic conditions, or any other cause which is beyond the reasonable control of the Company, suspend work, close down any department or departments wholly or partially for any period or period. You hereby agree to be on earned leave and upon exhaustion of the earned leave, on unpaid leave for the period you have been laid off by the Company.

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

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

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

18.12. The waiver by the Company of any breach of any term of this offer of employment will not prevent the Company from subsequently enforcing that term and it will not be deemed a waiver of any subsequent breach.

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

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

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

Yours sincerely,

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

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

Date: _____, 20_____

_____
Sign your name

_____ _____
Insert your name Location

Annexures: Compensation Details (Annexure I)
Customer Connection Agreement (Annexure II)
Confidentiality and Intellectual Property Rights Agreement (Annexure III)
List of Documents (Annexure IV)

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

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ANNEXURE - I

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Mr. Vibhuti Chauhan**
ROLE	**Associate Consultant**
ROLE DESIGNATION	**Associate Consultant**

1. MONTHLY COMPONENTS	
BASIC SALARY	31,880
BASKET OF ALLOWANCES	20,136
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	6,057
MONTHLY SALARY	**58,073**

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	319
FIXED SALARY (1+2)	**58,392**

3. PERFORMANCE BONUS	Performance Bonus Amount as mentioned in Clause
PERFORMANCE BONUS	**7,083**

TOTAL GROSS SALARY (INCLUSIVE OF PERFORMANCE BONUS) (1+2+3)	**65,475**

4. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	3,826
GRATUITY - 4.81% of Basic Salary*	1,533
COST TO COMPANY (1+2+3+4)	**70,834**

OTHER BENEFITS

Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SOFT LOAN	Fifty Thousand (without security)	@7%	12	Nil

All the above benefits are as per Company's policies,which are subject to change from time to time.The Company in its sole and absolute discretion can restructure the components of the Fixed Salary, without changing the Total Fixed Salary. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.

* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act or the Code on Social Security, 2020, as may be applicable.

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ANNEXURE - II

CUSTOMER CONNECTION AGREEMENT

I _____accept employment with Infosys Limited (**"Infosys"**).

I hereby acknowledge and agree that, for a period of six (6) months following the termination (whether voluntary or involuntary) of my employment with Infosys for any reason, I will not work for or provide any services to a Customer, either directly or indirectly in any Capacity.

For the purposes of this Customer Connection Agreement (**"Agreement"**):

"Capacity" shall include working for or providing any services as an agent, consultant, director or employee to the Customer and/or to any contractor or any supplier of the Customer.

"Customer" means any person, firm or entity or its affiliates or its successors-in-interest, who is a client of Infosys and/or its affiliates and with whom I had worked or dealt in a professional capacity at any time during the twelve (12) months immediately preceding the termination of my employment with Infosys.

Employee Signature:

Employee Name: Vibhuti

Chauhan

Acknowledged by Infosys Limited:

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

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ANNEXURE - III

CONFIDENTIALITY AND INTELLECTUAL PROPERTY RIGHTS AGREEMENT

This Confidentiality and Intellectual Property Rights Agreement (hereinafter referred to as **"Agreement"**) is entered into on October 14, 2024 (hereinafter referred to as **"Effective Date"**), at H No 129, Street No 07, D -Block, Dayalpur,, Karawal Nagar Road, , DELHI by and between:

Infosys Limited, having its registered office at No. 44, Hosur Road, Electronics City, Bengaluru, Karnataka (hereinafter referred to as the **"Company"**)

AND

Vibhuti Chauhan, residing at A-30/D Third Floor, Vijay Nagar, New Delhi-110009 (hereinafter referred to as **"Employee"**)

RECITALS

1. The Company and the Employee are entering into, an employment relationship.

2. In the course of that relationship, the Employee may gain access to or use confidential information and other valuable and protectable information of the Company and its customers, suppliers or vendors.

3. The Employee agrees to deal with confidential information in accordance with the terms of this Agreement.

In consideration of the employment provided by the Company and other mutual promises and agreements contained herein below, the receipt and sufficiency of which are hereby acknowledged, the Company and the Employee agrees as follows:

1. CONFIDENTIAL INFORMATION

1.1 Confidential Information means and includes non-public information and information which is confidential including proprietary information and other information related to the business of the Company, its affiliates or any third parties with which the Company associates such as customers, suppliers, whether or not such information is expressly marked or designated as confidential information and includes but is not limited to:

(a) trade secrets; financial information; contracts; technical data; business data; customer lists, supplier lists; information relating to the management, personnel, strategies or policies of the Company and systems processes, methods, pricing and products of the Company.

(b) Information created or developed by the Employee in the course of employment with the Company, including the strategies, correspondence, reports, articles and other documents, artwork plans, designs, software and discoveries.

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(c) information supplied by, relating to or confidential to any other persons.

(d) information that has an actual or potential value to the Company, where the Employee has received, created or developed that information: (i) in the course of employment with the Company (whether or not prior to the date of this Agreement); or (ii) as a result of, or aided by, the existence of an employment relationship with the Company or any of its related body corporates, whether existing or having ceased to exist.

(e) any information which could be reasonably expected to be considered as confidential.

(f) any copies, summaries or notes of confidential information and any other materials incorporating, or derived from, confidential information.

1.2 Confidential information does not include any information that is, or becomes, public knowledge without any fault of the Employee.

1.3 The Employee`s obligations under this Agreement shall cease to apply in respect of any confidential information the disclosure of which is required under the applicable law in force or pursuant to a valid order of a court of competent jurisdiction or an authorized government agency, provided that the disclosure does not exceed the extent of disclosure required by such law, regulation, or order.

2. CONFIDENTIALITY OBLIGATIONS

2.1 The Employee agrees and acknowledges that during the course of h e r employment with the Company, the Employee shall use and have access to confidential information that are not a matter of public record, solely by virtue of her employment and for the purpose of enabling the Employee to discharge her obligations towards the Company as an employee.

2.2 The Employee agrees and acknowledges that the confidential information will not be disclosed by him to any person without the prior written approval of the Company. The Employee must not disclose confidential information to another employee of the Company except on a need-to-know basis and only with the prior approval of the reporting manager of the Employee.

2.3 The Employee agrees to maintain strict confidentiality in respect of all the confidential information both during his/her employment and subsequent to his/her employment with the Company.

2.4 The Employee must take all reasonable precautions to prevent an unauthorised disclosure of confidential information, including the following:

(a) the Employee must at all times store confidential information safely and securely; and

(b) the Employee must not remove confidential information from the premises at which it is stored except where it is necessary to do so.

2.5 The Employee agrees to assist in any legal proceedings initiated to protect confidential information.

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2.6 The Employee shall, upon termination of her employment or at the request of the Company, immediately deliver all media embodying confidential information that is in the Employee`s possession, custody or control, without retaining a copy of the same.

2.7 The Employee agrees to comply with any other reasonable obligations relating to confidential information, as required from time to time by a customer or supplier or vendor of the Company.

3. INTELLECTUAL PROPERTY RIGHTS

3.1 The Employee further agrees that all copyright, ownership and intellectual property rights in any work of any nature carried out by him during the course of her employment with the Company shall vest with and remain with the Company, customer, or supplier as the case may be. The Employee agrees that she will not be entitled to claim any right, title or interest therein, including moral rights. In the event it should be established that such work does not qualify as a `Work Made for Hire`, the Employee agrees to and does hereby assign to Company all of her right, title, and interest in such work product including, but not limited to, all copyrights, patents, trademarks, and other proprietary rights which relate in any way to the business or contemplated business, research, or development of the Company. The Employee further acknowledges and agrees that the Company may, in its sole discretion, assign to third parties all such intellectual property rights.

3.2 The Employee agrees that she shall not disclose to any person all or any part of the intellectual property rights in any work of any nature carried out by him during the course of her employment, belonging to the Company, customers, or suppliers as may be the case. The Employee agrees to maintain strict confidentiality in respect of all such intellectual property rights both during her employment and subsequent to her employment with the Company.

3.3 Both during the term of this Agreement and thereafter, the Employee agrees to fully cooperate with the Company in the creation, establishment, protection and enforcement of any intellectual property rights that may derive as a result of the services performed by him under the terms of this Agreement. This shall include executing, acknowledging, and delivering to the Company all documents or papers that may be requested by the Company to enable the Company or customers, or suppliers of the Company to create, establish, publish or protect said intellectual property rights.

3.4 If requested by the Company, the Employee agrees to promptly return to the Company all materials, writings, equipment, models, mechanisms, and the like obtained from or through the Company, including, but not limited to, all confidential information, all of which the Employee recognizes is the sole and exclusive property of the Company.

4. GENERAL

4.1 Survival: The Employee`s obligations under this Agreement shall survive indefinitely, notwithstanding any termination of the Employee`s relationship of employment with the Company.

4.2 Notification to new employer: In case the Employee leaves the employment of the Company, she hereby acknowledges and grants consent to the Company to notify to her new employer about her rights and obligations under this Agreement.

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4.3 Non Solicitation of other employees: The Employee hereby acknowledges and agrees that for a period of 12 (twelve) months immediately following the termination of her relationship with the Company for any reason, whether with or without cause, she shall not either directly or indirectly solicit, induce, recruit or encourage any of the Company`s employees to leave their employment, or take away such employees, or attempt to solicit, induce, recruit, encourage or take away employees of the Company, either for himself or for any other person or entity.

4.4 Notification to the customer: In case the Employee`s employment with the Company is terminated (whether by the Company or by him), or her engagement with a particular customer is terminated or changed by the Company, the Employee hereby acknowledges and agrees that the Company shall be solely responsible for notifying the concerned customer of the Company of the fact, timing, and details of such termination or change.

In addition, in the event that the Employee decides to terminate her employment with the Company, the Employee acknowledges and agrees that she will first notify the Company of her resignation before discussing it with any customer of the Company, and will desist from any such discussions until the Company has had a reasonable period of time to notify its customers of the same.

4.5 Ability to enter into Agreement: The Employee hereby represents and warrants to the Company that she is not a party to or otherwise bound by any agreement that may, in any way, restrict her right or ability to enter into this Agreement or otherwise be employed by the Company. Additionally, the Employee hereby acknowledges and agrees that she will not reveal to the Company, or otherwise utilize in her employment with the Company, any proprietary trade secrets or confidential information of any previous employer.

4.6 Rules and Regulations of the customer and the Company: The Employee acknowledges that during the course of her employment with the Company, she may be deputed on specific project/projects of customers. The Employee hereby agrees that during such deputation she will fully, punctually and to the satisfaction of the Company and such customers comply with all the rules and requirements relating to non-disclosure, confidentiality, security checks and procedures or any other related matters, as may be prescribed by such customers.

The Employee further agrees to strictly and conscientiously abide by the rules, regulations and security policies related to network security both at the Company and at customer sites. The Employee agrees to adhere to the specific security measures at the customer sites unequivocally and to the satisfaction of the Company and the customers.

4.7 Governing Law: This Agreement shall be governed by the laws of India. The Company and the Employee hereby agrees to the exclusive jurisdiction of the courts in Bangalore, India.

4.8 Waiver: The waiver by the Company of any breach of any term of this Agreement will not prevent the Company from subsequently enforcing that term and it will not be deemed a waiver of any subsequent breach.

4.9 Severability: If any word, phrase or clause of this Agreement is held to be void, illegal or unenforceable, that word, phrase or clause shall be deemed to be severed without affecting the operation of the remainder of this Agreement. All overlapping obligations in this Agreement are intended to operate cumulatively and to bind the parties, subject to the severance of any obligations held to be void, illegal or unenforceable.

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4.10 Interpretation: In this Agreement:
(a) words in the singular include the plural and vice versa; and
(b) a reference to a person includes a reference to a body corporate, unincorporated association, statutory or other authority, partnership or any other entity.

4.11 Cumulative obligations: The Employee`s obligations under this Agreement are in addition to, and do not limit or detract from, any duties or obligations owed by the Employee to the Company under any applicable law, in equity or otherwise.

4.12 Remedies: The Employee hereby agrees that the Company may initiate appropriate legal action against him for the breach of any of the terms of this Agreement, and to recover the costs of such legal action, including all damages and legal fees.

Employee Signature:

Employee Name: Vibhuti

Chauhan

Acknowledged by Infosys Limited:

Sushanth Tharappan
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by SUSHANTH MICHAEL THARAPPAN
Date: 2024.10.08 15:12:16 IST
Reason: Digitally Signed
Location: Bangalore

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ANNEXURE - IV

LIST OF DOCUMENTS TO BE SUBMITTED AT THE TIME OF JOINING

(a) Class 10 (or equivalent) marks sheet(s);
(b) Class 12 (or equivalent) marks sheet(s);
(c) Graduation marks sheet(s);
(d) Graduation degree certificate/provisional degree certificate;
(e) Post Graduation marks sheet (if applicable);
(f) Relieving letter and experience certificate from all your previous employer (applicable only in case you have been previously employed);

(g) First and last page of the passport (if you don`t have a passport, kindly apply immediately);

(h) Registration Number with the National Skills Registry (also known as ITPIN)/National Skills Registry Card;

(i) Permanent Account Number (`PAN`) Card* (Please note that under the Income Tax Act, 1961, furnishing of PAN to the employer is mandatory).

(j) Passport size photographs

*Your PAN is required for calculating the income tax on your salary. If you fail to provide your PAN, the Company will deduct TDS (tax deducted at source) at higher rates, as per applicable law.

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Outlook

FW: Hospital admin SR Kalla Hospital

From N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Date Fri 3/1/2024 3:13 PM
To Anita Thapa <anitathapa@iihmr.edu.in>

From: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Sent: Friday, March 1, 2024 2:50 PM
To: N Satheeshkanna <satheeshkanna@iihmr.edu.in>
Subject: Fwd: Hospital admin SR Kalla Hospital

Sent from Outlook for Android

From: drankurmittal@rediffmail.com <drankurmittal@rediffmail.com> on behalf of Ankur Mittal <drankurmittal@rediffmail.com>
Sent: Thursday, February 29, 2024 2:53:37 PM
To: Vinod Tejwani <vinodtejwani@iihmr.edu.in>
Subject: Re: Hospital admin SR Kalla Hospital

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Sir,

First of all we are very grateful to you and your organization for your help and support. The following students are selected by us from among the students you sent for the interview. All of them will be kept on 3 months' probation period and during probation period we will pay Rs. 10000/- per month for each student as a stipend. After completion of 3 months' probation period they will finally appoint on permanent and the salary will be Rs. 5 lac per annum CTC with extra perks if any.

Student Names:
- Ms. Anita Yadav
- Dr. Sanya Kawatra
- Ms. Karuna Naruka
- Dr. Mahima Sharma
- Ms. Sanjana Kalra
- Mr. Vikas Saini
- Ms. Diya Jain

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Dear Dr. Ankur,

It was great interacting with you.
Please share the list of shortlisted students .
We can line them up for the interview on 27th February 2024 between 2:00 pm – 4:00 PM at your premises.

With Regards,

Vinod Tejwani
Dean- Placements & Alumni Relations

A:
IIHMR University
| 1, Prabhu Dayal Marg,
Near Sanganer Airport,
Jaipur – 302029

E:
vinodtejwani@iihmr.edu.in|
W:
www.iihmr.edu.in

M:
+91 9891393008, 9929754987

P:
+91 141 3924700 (213)

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Off Sindhu Bhavan Road, Bodakdev, Ahmedabad 380054, Gujarat State, India
Tel: +91 70430 08890 | contact@giostar.com | www.giostar.com

Headquarter : Giostar USA
4660 La Jolla Village Drive, Suite 100, San Diego, CA 92122, U.S.A.
contact@giostar.com | www.giostar.com

GIOSTAR-USA
Institute of Regenerative Medicine

Ref No GIOSTAR/HR/88

Date: 23th Feb 2024

To
Vishakha D. Tanwar
South Bopal, Ahmedabad

Subject: Letter of Appointment

Dear Vishakha D. Tanwar,

With reference to your interview held in the month of Feb 2024 at this Company, we are pleased to appoint you as "**Digital Marketing**" at this Institution at the Ahmedabad Branch with the following terms and conditions:

Job Profile: You will be responsible for the following responsibilities in general and can be added on or revised as per the company's requirement.

Prime Responsibility:

Your Office Timing: 9.30 am to 6 pm. (Monday to Saturday).

In case, you wish to discuss the details of the employment terms, please contact with us at +917043008890.

Roles and Responsibilities:

- Organizing mass camp to connect conditional patient with the center.
- Responsible for developing marketing and branding strategies for GIOSTAR.
- Responsible for maintaining and updating company website & social media.
- Responsible for performing various Human Resource related administrative tasks.
- Organizing and hosting various promotional events and conferences at GIOSTAR.
- Establishing link with range of primary and secondary healthcare providers and developing initiatives to enable center patient centric.
- Clinical presentation in different health lecture session organizing for GIOSTAR in collaboration with Director India Project Operations.
- Weekly report to management as per format via Director India project operation.

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Pioneers in Innovative Stem Cell Science and Therapy

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1. "Your appointment is initially for a three-month period from the date of joining, subject to a probationary period. The probation may be extended at the Company's sole discretion, or your service may be terminated earlier during the probation period or any extended probation period."

2. You will be paid a consolidated remuneration Internship of only Rs. 30,000/- per month(for 3 Months), after completion of probationary period the remuneration will be 50,000/- per month.

3. You shall follow diligently all protocols, procedures and systems decided by the Company.

4. You will work in the utmost interest of the Company and if it is not the case then company may terminate your service with immediate effect.

5. Your designation, place of posting, department assignment of duties etc. is liable to change from time to time as per the requirement of the Company.

6. You shall help execute and follow the Company policies and a policies may be mended from time to time and shall follow all directives that are given from your leadership team.

7. If it is found at any stage, the declaration(s) or information furnished by you for seeking employment are false and /or misleading and/or it is found that you have wilfully suppressed any information to the Institution, your employment shall be liable for termination without any notice

8. In case of any dispute, the Court of Ahmadabad, Gujarat has jurisdiction.

9. You are not permitted to leave organization/ Institution without compliance of requisite formalities like obtaining relieving order, no objection certificate and without complying contractual obligation, and also without compliance of other condition of the contract before leaving the contractual appointment.

10. You will devote your full ability, time, attention, energy for the work of the company and not engage in any other direct/indirect business or work, honorary or remunerative except with the written permission of the management in each case. The company expects you to work in the direction in which you are placed with a high standard of initiative, efficiency, and economy and thereby bring credit to you as well as to the company.

11. You will be responsible for the safekeeping and return in good condition and order of all Company property, which may be in your use, custody or charge.

12. Confidentiality: You agree that any information provided to you by the Company of a confidential nature will be treated as the confidential information, and will not be revealed or disclosed to any person or entity, except in the performance of this agreement, without the Company's express consent. Upon completion of all services and upon the verbal or written request of a Company, any documentation provided by the Company will be returned to the Company. You agree to take all steps

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reasonably necessary to protect the secrecy of the Confidential Information and to prevent the Confidential Information from falling into the public domain or into the possession of unauthorized persons. You shall not use Confidential and Proprietary information for the purpose of your own pecuniary benefit, including but not limited to technology placement, investment funding, contract procurement, or application of intellectual property, in whole or part.

13. Leave applicable as per leave policy of the company.

14. The normal retirement age for all employees is 60 years.

15. It will be your personal responsibility to discharge all obligations arising out of any contract or bond with previous employers.

16. Under no circumstances shall any kind of misconduct, both behavioral (language, attitude, presentability, dishonesty etc. and functional (communication with colleague, indiscipline, chronic late coming or absenteeism, insubordination etc. shall be permitted. Commission of any act as stated above will call for appropriate action including termination of the appointment. You are not to involve in any way, shape or form in any agitation activities as it will result in immediate termination of our professional association.

You agree that all Confidential and Proprietary information shall remain the property of the Company. Nothing contained herein shall be construed as granting or implying to you the transfer of rights, title or interest in Confidential or Proprietary know how and information or any license to use, sell, exploit, copy, or further develop any part thereof, or any permission to assist or allow others to do so, any patents, or any other intellectual property pertaining to the Confidential and Proprietary Information.

Pursuant to this agreement, you shall not use any Confidential and Proprietary know how and information to the detriment of Company, its subsidiaries or clients or to your exclusive or material advantage for the period of ten (10) years from the date of termination of this agreement.

Any unauthorized disclosure of Confidential and Proprietary information or violation of any provision of the agreement shall constitute a material breach, and in addition to all other remedies available at law or equity, your employment may be terminated forthwith at the option of the company without further liability on the part of the Company.

You agree that any disclosure or use of Confidential and proprietary information in violation to this agreement or in breach of the obligations under this agreement may cause irreparable injuries to the Company, its affiliates, subsidiaries and clients, for which remedies at law may be inadequate and that the Company shall have the right to seek injunctive or other equitable relief as may be necessary or appropriate to prevent the use or disclosure of the Confidential and Proprietary information in violation of this agreement, and the Company may also exercise such other rights and remedies that the Company may have at law or in equity.

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In the event of an unauthorized discloser of Confidential and Proprietary information, you shall immediately notify the Company of the unauthorized discloser in writing so that the Company may initiate remedial action. With regard to the information disclosed, such notice shall state, with specificity, (a) the nature and the content of the disclosure, (b) the date and the time of the disclosure, (c) the name and contact information for the persons to who the disclosure was directed.

Please communicate your acceptance of this appointment terms by signing a copy of this letter and returning it to us.

This letter of appointment would be effective from the date of reporting for duty.

We welcome you to the GIOSTAR FAMILY and trust we will have a long and mutually rewarding association.

FOR GIOSTAR USA

GIOSTAR RESEARCH PVT. LTD. AHMEDABAD

Dr. Divyang Patel

Medical Director, India

Signature of staff member & date

(The above terms & conditions of employment

are acceptable to me without any reservation whatsoever.)

Copy to:

1. Accounts Section/Account Officer
2. HR Cell / Personal file
3. All department of the Company for their information.

The Registrar IIHMR University 1, Prabhu Dayal Marg Near Sanganer Airport, Jaipur-302029

N Satheeshkanna

From: Pinki Singh
Sent: 24 June 2024 11:41
To: Vinod Tejwani
Cc: Deepika Joshi; Placements; N Satheeshkanna
Subject: RE: Request for Internship Opportunity for MBA 2022-2024 Batch student at Fortis, Jaipur|| IIHMR University, Jaipur ||

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Sir,

Greetings from Fortis Healthcare Jaipur!

I would like to inform you that, from the recruitment process, the below listed students are selected and please find the details below,

Sr. No.	Prefix	Selected Students	Designation	Yearly Compensation
1	Dr.	Himalaya Raj	Management Trainee	4 LPA
2	Mr.	Prashu Jain	Management Trainee	4 LPA
3	Mr.	Vishnu Saini	Management Trainee	4 LPA

Please advise these students to report to our office on 01st Jul. 2024 at 11:00 Hrs. for the documentation.

Thank you for your collaboration.

Regards,
Pinki Singh
Head – Learning and Development (FEHJ)

Fortis | Care. For good.

Fortis Escorts Hospital
Jawahar Lal Nehru Marg, Malviya Nagar, Jaipur,
Rajasthan - 302017 (India) | 24 hrs Emergency: 0141 254 7000
Tel. : 0141 254 7000 | Website: www.fortishealthcare.com

Scan the QR code to download the myFortis App
Google Play
App Store

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1655

HEALTH INSURANCE

14-Mar-24

Yudhistar.
Old Tehsil Chowk, Fatehabad, Haryana

Dear Yudhistar,

Letter of Appointment

With reference to our recent discussions regarding your possible employment with **Care Health Insurance Limited**, hereafter referred to as the Company, we are pleased to offer you the position of **Manager – FCU** on the following terms and conditions defined herein:

1. **Date of Joining:** Your appointment will be effective from **18-Mar-24** or any other date mutually agreed upon in writing.

2. **Place of work:** Your place of work is **Gurgaon-Vipul Tech**. Your place of work may be changed to any other location within India / any group Company, as directed by the Company from time to time. In addition, in performance of your duties for the company, you may be required to travel within and/or outside.

3. **Reporting:** You will report to **Corporate Manager – FCU** or any other designate person as specified by the Company from time to time.

4. **Remuneration:** Your annual compensation package on a Total Fixed Cost (TFC) basis is **Rs. 600000 (Rupees Six Lakh(s) Only).** This amount will include basic salary, taxable and non-taxable allowances & benefits, and other payments, payable as per the designate acts. Annexure 1 provides your compensation break-up, as per the applicable Compensation Structure.

5. **Medical**: You may be required to undergo medical examination by a Company appointed medical practitioner as and when directed by the Company and to comply with rules and instructions in the matter. Your services may be terminated without notice if the Company considers you unsuitable for retention in service on medical grounds.

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6. **Group Insurance**: You will be covered under the Group Personal Accident Insurance, Group Life Insurance and Hospitalization Insurance/ Employee's State Insurance Corporation (as applicable) in accordance with company'spolicy.

7. **Hours of Work:** Your hours of work will be in line with the needs of your role/function, in accordance with the company policy and provisions of applicable laws

8. **Probation:** You will work on probation for a period of six months from the date of joining. This may be extended at the discretion of the Company and you will continue to be on probation till a confirmation letter has been issued to you in writing. During your probation or thereafter, you shall undertake such studies /vocational courses as may be required by Company / your superiors. You may also be required to take such examinations / obtain such certifications as the Company / your superiors may require from time to time, and your confirmation / promotions/ salary enhancements etc. may be linked to your having successfully cleared the required examinations / certifications &/or successfully undergone required studies.

9. **Age of Retirement:** Your age of retirement will be 58 years and you shall stand relieved on retirement at the end of the month in which you attain the age of 58 years.

10. **Whole Time and Attention:** During your employment with the Company you shall devote your best efforts for promoting the Company's (and of any other relevant Group Company, affiliate and/ or business associate of the Company) business and may not without prior written consent of the Company(and subject to any terms and conditions the Company may impose) engage or be interested (directly or indirectly) in any other business or employment.

11. **Leave:** In addition to public holidays observed by the Company, you shall be entitled to a paid annual leave for each calendar year in accordance with the existing leave policy, prorated from your date of joining. The Company is covered by the Maternity Benefit Act, 1961 and the eligible employees will be entitled to the benefits like maternity leave as per the amended provisions of the Maternity Benefit Act save and except those who are covered by ESI Act since they will be entitled to the benefits as per the applicable said Act.

12. **Confidentiality:** You shall not during the course or even after cessation of your employment with the Company or any time thereafter, use or disclose to any other Company, firm or person, any of the business or affairs of the Company, nor shall you without the consent of the Company, publish any book, booklet, brochure or any other publication, whether for remuneration or otherwise, relating to the affairs of the Company or to your work in the Company. You shall also not disclose to any public papers, journals, pamphlets or leaflets, or cause to be disclosed at any time, information or documents, official or otherwise relating to the Company or its subsidiaries, except with prior approval. Any breach of this clause would be viewed with severity by the Management and a strict action shall be taken by the Company.. You may also be also required to execute and sign a separate Maintenance or Non-Disclosure Agreement.

13. **Disclosure:** You (including on behalf of your family) shall disclose to the Company all your business interests and any material transaction(s) with the Company (and with any other relevant Group Company, affiliate and/ or any subsidiary of the Company), whether or not they are similar to or in conflict with the business(es) or activities of the Company (and with any other relevant Group Company, affiliate and/ or any subsidiary of the Company), and all circumstances in respect thereof and whether there is, or might be, a conflict of interest between the Company (and with any other relevant Group Company, affiliate and/ or any subsidiary of the Company) and you (and/or your

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family) during the period of your employment with the Company and for a period of 12 months after cessation of your employment.

14. Company Policies: You will be governed by the Company's policies, as applicable at your grade. The Company reserves the right to amend the policies from time to time. You are advised to keep yourself updated on these policies which are available online.

15. Return of Company Property: You shall promptly upon request by the Company and in any event upon the termination of your employment deliver to the Company all monies, securities, other properties belonging to the company, all lists of clients or customers, correspondence and all other documents, papers and records in whatever form including but not limited to electronically held data containing or referring to any trade secrets or confidential information concerning the business of the Company and any Group Company which may have been prepared by you or come into your possession, custody or control in the course of your employment including any prior employment with any Group Company. You shall not keep any copies of these items.

16. Monitoring Policy: As per Company Policy, telephone conversations of employees may be recorded and monitored for the purpose of creating record of transactions, and for compliance purposes. Any recordings will be stored securely, and will not be disclosed outside the group companies, except as required by law.

Further please note that the emails sent to you and by you may be monitored, from time to time, for the purposes of identifying any non-compliance with company policies, or applicable laws.

Any data of customers, partners, employee or company contact data is strictly prohibited for circulation to anyone outside the Company and also you should restrain the circulation of data even for internal purpose except to the concerned employees of the Company.

If such monitoring discloses any breaches of any law or company policies disciplinary action may follow, including termination from the employment.

During Employment or cessation of your employment you cannot share any such data of the company pertaining to its customers, partners, employees, sensitive information

17. Intellectual Property: Subject to any relevant legislation, if at any time in the course of your employment you make or discover or participate in the making or discovery of any letters patent, trade marks, service marks, designs, copyrights, inventions, drawings, computer programs, know- how and rights of like nature however arising and whether registered or unregistered ("intellectual property") relating to or capable of being used in the Company (and of any other relevant Group Company, affiliate and/ or business associate of the Company) you shall immediately disclose full details thereof to the Company and, at the request and expense of the Company, you shall do all things which may be necessary or desirable for obtaining appropriate forms of protection for such intellectual property in such parts of the world as may be specified by the Company and for vesting all rights in the same in the Company or its nominee.

All rights and obligations under this paragraph in respect of intellectual property made or discovered by you during your employment shall continue in full force and effect after the termination of your employment and shall be binding upon your personal representatives

The employee shall not disclose to anyone, directly or indirectly, except when the duties may

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require, during or subsequent to the term of employment, any trade secret or confidential information regarding Company's business. Trade Secrets and Confidential information for this purpose shall include, but not limited to, product information, process information, customer lists, employee details, company policies and procedures and financial information (including results, budgets and other financial plans and systems).

18. Notice Period: In case either the employer or the employee wishes to terminate the employment contract, a notice of 90 days should be served in writing by the party who wishes to terminate the contract to the other party. The Company depending on the business context and its sole discretion may allow you to pay the equivalent of the Total Fixed Cost (TFC) (*excluding gratuity and GMC if applicable)*amount in lieu of any period and / or adjust notice period against your leave balance subject to satisfactory handing over of the charges to your superior.

Notice period during probation would be 30 days or equivalent of the TFC (*excluding gratuity)* in lieu of notice.

19. Termination: 1. If any time during the course of your employment it is found that you have made a false or an incomplete declaration as regards to your qualifications/ experience and other details, your appointment will be treated void *ab initio* and you shall cease to be on the rolls of the company with immediate effect. In that case you shall not be entitled to any notice period or payment in lieuthereof.

2. If any time during the course of your employment it is found that you have:

a. committed any act of gross misconduct; or

b. committed any serious breach or repeated or continued a material breach of the terms of your employment; or

c. been guilty of conduct tending to bring yourself or the company into disrepute; or

d. been convicted of a criminal offence, other than a road traffic offence for which you are not sentenced to a term of imprisonment whether immediate or suspended; or

e. become bankrupt or made any arrangement or composition with or for the benefit of your creditors; or

f. cease to hold the qualifications necessary for you to carry out your work with the company; or

g. been found in an act of moral turpitude or having indulged in violations laws as applicable in general to the Company; or

h. been absent for a continuous period of 14 days (including absence when leave though applied for, is not granted or when you overstay period of sanctioned leave by 14 days); or

i. provided false, inaccurate or incomplete information to the company regarding your background and/or previous employment.

j. been found inefficient or lower performer as compared to other employees of your category.

In all such aforementioned cases you shall not be entitled to any notice period or payment in lieu thereof.

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20. **Performance Monitoring** :You are required to deliver performance up to the expected levels as per the targets entrusted to you by reporting officer from time to time. In case your performance is not found to be satisfactory, you will be put under an appropriate Performance Improvement Plan. In case your performance does not improve even after you are put on such plan, the Company will review the matter of continuance of your employment and take appropriate action, including but not limited to termination.

21. **Non Solicitation:** You shall not at any time during the term of your employment with the Company or thereafter for a period of six months after cessation of your employment, directly or indirectly solicit the Company's (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) personnel to leave the employment of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) or apply for employment with any third party or encourage such personnel of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) to take any action or inaction that may adversely impact the performance or reputation of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) of its obligations under this Letter of Appointment and / or any other contract or adversely impact the ability of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) to carry out its normal business activities.

22. **Others:** 1. It will be obligatory on your part to ensure compliance to the applicable statutes, regulations and requirements laid down by the Company, JV partners various regulatory and statutory bodies .

2. In the event of you being found acting in breach of your terms of appointment or indulged in an act of misconduct or an act that has brought disrepute to the organization, you shall render yourself liable for a disciplinary action as per the rules as applicable .

3. Clause headings do not form part or affect the interpretation of this letter of appointment.

23. **Joining Formalities:** As part of the joining formalities, you are requested to bring the following documents with you on the day of joining:

1. 3 Passport size photographs on red background (for branch offices red is not mandatory).

2. Copies of all years mark sheets of the highest qualification/Degree certificate

3. Copy of previous employer Salary Slip

4. Copy of Relieving Letter / Endorsed Resignation letter.

5. Copy of Address proof (any one) :-Ration Card/ Utility Bills/ Driving License/ Passport/ Affidavit

6. Copy of PAN Card

7. Copy of AADHAR Card

We take this opportunity to congratulate you on your selection and look forward to a long and mutually beneficial professional association.

For **Care Health Insurance Limited**
(formerly known as Religare Health Insurance Company Limited)

Rashi Ramani

Head - Human Resources

Accepted and agreed by **Yudhistar.**

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Annexure: 1

	Per Annum	Per Month
BASIC	240000	20000
ALLOWANCES		
House Rent Allowance	120000	10000
Education Allowance	132324	11027
LTA Through Salary	42000	3500
MONTHLY GROSS *		**45688**
BENEFITS:CONTRIBUTION BY ORGANISATION		
Statutory Bonus	13932	1161
Provident Fund	28800	2400
Gratuity	11544	962
GMC	11400	950
TOTAL FIXED COST(TFC)	600000	
Annual Performance Pay	54000	0
Total Cost to Company (TCTC)	654000	0

*** The following amount will be deducted from your monthly gross as your contribution towards statutory benefits**
PF - 2400

Leave Travel Allowance or Medical Allowance (if applicable) will be paid as monthly components

Gratuity (if applicable) - As per Gratuity Act, payable only after completion of 5 continuous years of service in organization.

****Guaranteed Bonus**: You will be entitled for a onetime bonus of 60000 (all relevant taxes applicable) in April'25 in lieu of performance bonus for FY 24-25. This will be subject to your being in active services (non-resigned) with Care Health Insurance Limited at the time of payout(s). From year 25-26, you will be eligible to participate in the Company's Annual Incentive/Bonus Plan subject to the terms and conditions of such Plan and any amendments as may be made from time to time.

- **Deductions** The Company may during your employment, or on termination for whatever reason, deduct from your remuneration any monies due from you to the Company including but not limited to:
  - Any overpayment of salary or expenses or payment made to you by mistake or misrepresentation; and/or
  - Any outstanding loans or advances made to you by the Company; and/or Amounts equal
  - in sum to the amount of any secret/illegitimate profits that you make from the Company's business/interests; and/or
  - Any debt owed by you to the Company; and/or
  - Any other deductions permitted under applicable law including Tax.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Interview Location

Candidate Id

Infosys®

INFOSYS LIMITED

Electronics City, Hosur Road, Bangalore - 560 100, India
Tel (080) 28520261 Fax (080) 28520362



Please √ in the ☐ wherever applicable.

Please answer each column fully and neatly in your own hand-writing

APPLICATION FOR EMPLOYMENT

PERSONAL DETAILS

NAME IN FULL
(in block letters)
(As it appears on passport / legal document)

RAGINI (FIRST) KISHOR (MIDDLE) DOD (LAST)

ADDRESS FOR COMMUNICATION

SAWANGI MEGHE WARDHA
NEAR GRAMPANCHYAT,
NAGPUR MAHARASHTRA

City NAGPUR

PIN / POSTAL CODE 442001

State MAHARASTRA Country INDIA

Day Time Contact No. 7498372679 (Optional)

Mobile No. 7498372679

E. mail: ~~raginidod~~ raginidals@gmail.com
(Personal E-Mail ID only)

CITIZENSHIP(S)

No

DO YOU HAVE A PASSPORT?

YES ☐ NO ☑

DATE OF BIRTH (as per passport / legal document):
(dd/mmm/yyyy)

21/11/1999

GENDER

MALE ☐ FEMALE ☑ OTHERS ☐

VER 9.2 1 of 2 HRD/REC/2023

SIGNATURE OF THE APPLICANT

Rkdod

Registrar
The IIHMR University
1, Prabhu Dayal Marg, Near
Sanganer Airport, Jaipur-302029

EDUCATION

LEVEL	DIPLOMA/EQUIV (If applicable)	GRADUATION	POST GRADUATION (If applicable)	OTHERS
Name of the Qualification Awarded	NA	Bachelor of Pharmacy	MBA Hospital and Health Management	
State Board/University	NA	Nagpur University	IIHMR University	
Name of the School/College		Institute of Pharmaceutical Education & Research		
State		Maharashtra	Rajasthan	
Branch/Stream/Area of Specialization		NA	Health Management	
* Percentage / CGPA		70%	Pursuing 72%	
Year & Month of Final Examination		June 22	July 2024	

*ALL PERCENTAGES / CGPA SHOULD BE AS PER THE DEGREE CERTIFICATE OR FINAL YEAR MARKS SHEET (Documents will

GAPS IN EDUCATION (if any) ....years. Reason .....

WORK EXPERIECE

PLEASE WRITE 'NA' IF NOT APPLICABLE
SPECIFY CLEARLY IN CASE OF PART TIME CONTRACT WORK EXPERIENCE

NOTICE PERIOD REQUIRED.....

PAYROLL ORGANIZATION*	PERIOD (MM/YYYY) FROM	TO	DURATION (in months)	DESIGNATION	REASON FOR SEPARATION	EXPERIENCE/ RELIEVING LETTER AVAILABLE (Y/N)

Are you under any legal obligation to your current employer: YES ☐ NO ☑

If YES, Please Specify: ..

* Please do specify "Payroll Organization" if you are working on a contractual basis

Disclaimer: Please be informed that work experience provided by you will be validated through Background check

SIGNATURE OF THE APPLICANT

Registrar
The IIHMR University
1, Prabhu Dayal Marg, Near
Sanganer Airport, Jaipur-302029

COMPENSATION AND BENEFITS

ANNUAL	CURRENT	NEXT REVISION EXPECTED DATE	YOUR EXPECTATION AT INFOSYS
Fixed Salary in Lakhs (INR)	NA	NA	NA
Variable Pay in Lakhs (INR)	NA	NA	NA
Other Benefits	1 NA 2 NA 3 NA	1 NA 2 NA 3 NA	1 NA 2 NA 3 NA
ANNUAL GROSS COMPENSATION in LAKHS (INR)	NA	NA	NA

MISCELLANEOUS

HAVE YOU UNDERGONE ANY SELECTION PROCESS WITH INFOSYS or INFOSYS GROUP COMPANIES (like INFOSYS BPO, ETC.) PREVIOUSLY? YES ☐ NO ☑

IF YES, HAVE YOU	INFOSYS	RELEVANT DATES	OTHER GROUP COMPANIES	RELEVANT DATES
- TAKEN ANY TEST?	YES ☐ NO ☑		YES ☐ NO ☑	
- SELECTED FOR INTERVIEW?	YES ☐ NO ☑		YES ☐ NO ☑	
- MADE AN OFFER?	YES ☐ NO ☑		YES ☐ NO ☑	
- JOINED & QUIT?	YES ☐ NO ☑		YES ☐ NO ☑	

ARE YOU SERVING/ENGAGED AS A DIRECTOR, PARTNER, SOLE PROPRIETOR OR IN ANY OTHER EQUIVALENT POSITION IN ANY COMPANY, FIRM OR BUSINESS ENTITY? YES ☐ NO ☑

IF YES, PLEASE PROVIDE DETAILS .....

ARE YOU CURRENTLY EMPLOYED WITH ANY OF THE INFOSYS GROUP COMPANIES YES ☐ NO ☑

IF YES, INFOSYS BPM ☐ OTHERS ☐ Please specify .....

HAVE YOU AT ANY TIME BEEN CHARGED, ACQUITTED OR CONVICTED BY A COURT OF LAW IN INDIA OR OUTSIDE INDIA? YES ☐ NO ☑

IF YES, PLEASE PROVIDE DETAILS

HAS ANY WARRANT FOR YOUR ARREST OR SUMMONS FOR YOUR APPEARANCE BEEN ISSUED OR AN ORDER PROHIBITING YOUR ENTRY INTO OR EXIT FROM ANY COUNTRY, BEEN ISSUED BY A COURT OF LAW OR ANY GOVERNMENTAL AUTHORITY? YES ☐ NO ☑

IF YES, PLEASE PROVIDE DETAILS

HAVE YOU AT ANY TIME BEEN SUBJECT TO OR ARE BEING SUBJECT TO ANY INVESTIGATIONS BY THE FINANCIAL MARKET REGULATOR SUCH AS SECURITIES AND EXCHANGE BOARD OF INDIA? YES ☐ NO ☑

IF YES, PLEASE PROVIDE DETAILS

ARE YOU AWARE OF YOU BEING SUBJECT OF ANY INVESTIGATION BY ANY GOVERNMENTAL AUTHORITY? YES ☐ NO ☑

IF YES, PLEASE PROVIDE DETAILS

ARE THERE ANY CRIMINAL PROCEEDINGS PENDING AGAINST YOU BEFORE ANY COURT OF LAW IN INDIA OR OUTSIDE INDIA? YES ☐ NO ☑

IF YES PLEASE PROVIDE DETAILS

SIGNATURE OF THE APPLICANT

DRBedal

Registrar
The IIHMR University
1, Prabhu Dayal Marg, Near
Sanganer Airport, Jaipur-302029

ARE YOU SUBJECT TO ANY *SANCTIONS LAWS?

IF YES PLEASE PROVIDE DETAILS

YES ☐ NO ☒

*Sanctions Laws means all applicable financial, economic and trade sanctions (whether primary or secondary), and export control laws and regulations (or any similar restrictions) imposed by the United Nations or the governments of Australia, the United Kingdom, European Union and the United States of America or any other country

DECLARATION

I authorize Infosys to conduct investigation to verify facts of all statements made in this application and my supporting documents. I authorize Infosys to secure information about my experience from former employers, educational institutions, government establishments/agencies or any references I have provided, and for these parties to provide information concerning my qualifications for employment and I hereby release all parties from any liability arising from such investigation

I certify that the academic marks / CGPA are as per the University Guideline (percentage/CGPA mentioned on the Degree certificate or final year marks sheet)

I understand that if I am employed with the company, any false statement, misrepresentation, or omission of facts on this application or on any supporting documents, regardless of when discovered if found to be false, may result in my immediate dismissal. The company will have the right to withdraw my letter of appointment or to terminate my training/subsequent appointment at any time without notice or compensation.

My signature below certifies that I have read, understand, and agree to the foregoing and to the best of my knowledge and belief, the information on the application form is true and correct.

Date 29/06/24 Place Bengaluru Signature RKdas

SIGNATURE OF THE APPLICANT

RKdas

Registrar
The IIHMR University
1, Prabhu Dayal Marg, Near
Sanganer Airport, Jaipur-302029

KRISHIV
Health Care

DATED: 13 JUNE, 2024

Dr Purva Prajapati

We are pleased to offer you position of "MANAGEMENT TRAINEE" in the Department "OPERATION/MARKETING/QUALITY/ADMINISTRATION" of our organization for SKMH, Jaipur, Rajasthan (A Unit of Krishiv Health Care, Jaipur) on mutually agreed terms and conditions during the interview. Please proceed to join your duty at the earliest but not later than 1st JULY, 2024.

Your appointment shall be effective from the date of joining. To enable us to complete you're joining formalities, please bring along following documents in original with a self-attested photocopy at the time of joining our organization.

1. All Academics Certificates from SSC / equivalent onwards.
2. School leaving certificate / any proof of Date of birth.
3. PAN Card.
4. Aadhar Card.
5. Copy of Resignation Certificate duly acknowledged.
6. Relieving Letter from last employment.
7. Passport size photographs -6 nos.
8. Proof of two past employments.
9. Proof of last drawn salary - salary slip /bank transfer advice/ appointment/increment letter.
10. Passport, if available.
11. Covid Vaccine Certificate.
12. Address proof (Voter's ID/ Ration card / E-Bill/ DL/ Adhar card).
13. One Cancelled Bank Cheque.
14. Any other document like Appreciation Letter, Award Certificate obtained during job.

Your appointment is subjected to verification of all the documents, medical check-up report and reference check. Your appointment is contractual in nature. Please note that delay in joining beyond the specified date mat result in cancellation of this offer.

Please sign & return a copy of this letter as acceptance of the offer within 48 hours. This is a confidential document and cannot be shared by you with any third party.

For SKMH, Jaipur,
(A unit of Krishiv Health care)

Authorized signatory

Registrar
The IIHMR University
1, Prabhu Dayal Marg, Near
Sanganer Airport, Jaipur-302029

Sardarmal Khandelwal Memorial Hospital
Malviya Nagar Road Jaipur - 302012
Phone +91 141 2860250
Mobile +91 9251005842
Email info@krishivhealthcare.com
www.krishivhealthcare.com

---------- Forwarded message ---------
From: **Nidhi Pundhir** <nidhi.pundhir@hcl.com>
Date: Wed, 13 Mar 2024, 9:02 am
Subject: Re: Application wrt Dissertation and Placement Opportunities
To: Dr. Ushas George <drushasgeorge@gmail.com>
Cc: Robin Thomas <robin.t@hcl.com>, Manu Khanna <manu.khanna@hcl.com>, Anuj Srivastava <AnujSr@hcl.com>

Dear Dr. George,

Thank you for your application and interest in working with HCL Foundation. You are most welcome to associate with us for your dissertation & full time placement.

My colleagues Mr. Robin Thomas and Mr. Anuj Srivastava from HCLTech Grant Team will guide your enrolment with us. They will also be your mentors. Requesting Manu to please support overall orientation to HCLF as well - all programmes.

We suggest that you study the HCLTech Grant Health Projects and decide your dissertation topic in such a way that HCLF is also able to get some evidence on impact.

On completion of your dissertation, we'll discuss the open opportunities with you in various flagship programmes/across locations.

Let me take this opportunity to wish you the very best. Let us meet earliest when you get to NOIDA.

Do please note you would need to travel extensively and live at the project locations during your dissertation and full time placement, which may include geographies like J&K, M.P, Bihar etc, depending upon what you chose to do.

Warm regards,

Nidhi Pundhir, Ph.D.
Global Head of CSR, HCLTech &
Director, HCLFoundation
HCLFoundation
Transforming lives, spreading smiles
hclfoundation.org
Mob: +91 9891555975

Registrar
The IIHMR University
1, Prabhu Dayal Marg, Near
Sanganer Airport, Jaipur-302029

ETERNAL HOSPITAL

EHCC/HRDJ/OL/2023/4832

26-December-2023

Offer Letter

Dear Dr. Saumya Kabra,
15, Vijay Nagar, Manlviya Nagar, Jaipur, rajasthan, 302017

Welcome Aboard, we wish you a long and mutually rewarding career with EHCC (Eternal Heart Care Center & Research Institute).

With reference to your application and subsequent interviews, the management is pleased to inform you that you have been selected in EHCC Team for the post of **"Management Trainee - PHC –Patient Care Services".**

You will need to join on or before **08-January-2024 at 9.00am** failing which our offer stands withdrawn.

At the time of joining you will have to submit the following documents.

i. Photocopies of your academic and professional qualifications.
ii. Photocopies of Age proof (10th Mark sheet), ID proof (PAN Card) and Address proof. (Driving License)
iii. Three photocopies of Aadhar Card mandatory.
iv. Certificate of employment, release letter from the previous employer and Latest salary slip.
v. Registration certificate issued by govt. / Govt. body.
vi. Six passport size photographs.
vii. Passport size photographs one each of all the family members (Spouse, Children, Parents or Parents-in-Law).

The original certificates will be returned to you in due course of time after verification.

Particulars of your CTC will be stated in your appointment letter. Appointment letter will be given to you on Joining.

Your Offer letter stands valid subject to the clearance of Medical Fitness Test.

If the offer letter is acceptable to you, please acknowledge the same by signing and returning the duplicate copy in token of your acceptance. Read and understand the attached Annexure, before signing.

We look forward to mutually enriching association ahead.

For EHCC (Eternal Heart Care Centre and Research Institute Pvt. Ltd.)

Ashok Jeenwal
Head- HR & Training

I have received and accepted the offer and will join from 8th January 2024

Signature.... Saumya Kabra Date 26/12/2023

Registrar
The IIHMR University
1, Prabhu Dayal Marg, Near Sanganer Airport, Jaipur-302029

Dear Dr. Saumya Kabra,
15, Vijay Nagar, Manlviya Nagar, Jaipur, rajasthan, 302017

Offer Letter

ANNEXURE

i. Date of Reporting: In the event of your failing to report on the date given, the offer made herein shall stand withdrawn, unless the reporting date is extended and communicated to you in writing by the institute. In case you need to extend your joining date please communicate the same to us in writing. You are required to report to the Human Resource department to complete your joining formalities. Please note that the terms of this offer are strictly confidential between you and the Institute.

ii. Working Hours: Our Institute operates 24 hours across 7 days a week. Your work hours will be intimated to you by your reporting Manager. Our institute as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to work as decided and communicated by the management time to time.

iii. Probation and Notice Period: Your Probation period will be for six months which can be extended according to your performance. During this period, the separation period will be one month from both sides.The formal appointment letter will be issued to you on acceptance of this offer and commencement of work. Please note that the validity of letter of offer is subject to satisfactory completion of a reference check and your fitness as per the pre-employment check-up.

EHCC (Eternal Heart Care Centre and Research Institute Pvt. Ltd.)
3A, Jagatpura road, Near Jawahar Circle, Jaipur.

Ashok Jeenwal
Head- HR & Training

I have received and accepted the offer and will join from ....8th January 2024....

Signature.....Saumya Kabra.....

Date ....26/12/2023....

Registrar
The IIHMR University
1, Prabhu Dayal Marg, Near Sanganer Airport, Jaipur-302029

mica links

GSTIN : 20ADJPJ8222H1ZV
+91 9771821121
rajesh_jain567@yahoo.com
https://www.indiamart.com/mica-links/
Mica Links, Jain Mohalla, Pani Tanki Road, Jhumri Telaiya, Dist. Koderma, Jharkhand - 825409

Date: 4th April 2024

Ms. Sanya Kawatra
IIHMR University, Jaipur

Subject: Offer of Employment – Marketing Associate | Mica Links

Dear Sanya,

We are pleased to offer you the position of Marketing Associate at Mica Links. Following a successful evaluation through the campus recruitment process at IIHMR University, we are confident that your skills and enthusiasm align well with our organisational goals.

1. APPOINTMENT DETAILS

Designation	Marketing Associate
Employment Type	Full-Time, Permanent
Date of Joining	On or before 1st July 2024

2. COMPENSATION & BENEFITS (CTC: ₹3,60,000 per annum)

Your annual Cost to Company (CTC) is structured at ₹3,60,000 (Rupees Three Lakhs Sixty Thousand only). The detailed breakup is as follows:

COMPONENT	MONTHLY (₹)	ANNUAL (₹)	TYPE
Basic Salary	12,000	1,44,000	Fixed
House Rent Allowance (HRA)	4,800	57,600	Fixed
Transport Allowance	1,600	19,200	Fixed
Medical Reimbursement	1,250	15,000	Fixed
Special Allowance	2,217	26,604	Fixed
Employer PF Contribution	1,440	17,280	Statutory
Gratuity (4.81% of Basic)	578	6,926	Statutory
Performance Bonus	—	23,390	Variable
GROSS TOTAL CTC	**—**	**3,60,000**	

Note: *Performance Bonus is contingent on individual and organisational targets assessed annually. PF and Gratuity are as per applicable statutory regulations.*

Registrar
The IIHMR University
1, Prabhu Dayal Marg, Near Sanganer Airport, Jaipur-302029

3. KEY RESPONSIBILITIES

As a Marketing Associate at Mica Links, your primary responsibilities will include:

- Execute marketing campaigns and promotional strategies to enhance brand visibility.

mica links

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+91 9771821121
rajesh_jain567@yahoo.com
https://www.indiamart.com/mica-links/
Mica Links, Jain Mohalla, Pani Tanki Road, Jhumri Telaiya, Dist. Koderma, Jharkhand - 825409

- Support market research, customer analysis, and competitive benchmarking activities.
- Manage digital and social media content, including scheduling and performance tracking.
- Coordinate with the sales team for lead generation, client communication, and follow-ups.
- Prepare MIS reports, campaign analytics, and monthly performance dashboards.
- Assist in organising events, trade fairs, and corporate outreach programmes.

4. TERMS & CONDITIONS

- This offer is subject to satisfactory verification of academic credentials, identity proof, and reference checks.
- The probationary period shall be three (3) months from the date of joining, extendable at management's discretion.
- You will be required to sign an NDA and comply with Mica Links' Code of Conduct and HR policies.
- The notice period post-confirmation shall be one (1) month on either side.
- This offer shall lapse if joining formalities are not completed by the stipulated date.

Kindly sign and return a copy of this letter as your acceptance on or before 15th April 2024.
We look forward to welcoming you to the Mica Links family.

Warm regards,

Authorised Signatory
Mica Links, Jhumri Telaiya
+91 9771821121 | rajesh_jain567@yahoo.com

ACCEPTANCE BY CANDIDATE

I, Ms. Sanya Kawatra, accept the offer of employment as Marketing Associate at Mica Links on the terms and conditions stated above.

Signature: _____ Date: _____

Registrar
The IIHMR University
1, Prabhu Dayal Marg, Near Sanganer Airport, Jaipur-302029

mica links

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Date: 4th April 2024

Ms. Neha Nigam
IIHMR University, Jaipur

Subject: Offer of Employment – Marketing Associate | Mica Links

Dear Neha,

We are pleased to offer you the position of Marketing Associate at Mica Links. Following a successful evaluation through the campus recruitment process at IIHMR University, we are confident that your skills and enthusiasm align well with our organisational goals.

1. APPOINTMENT DETAILS

Designation	Marketing Associate
Employment Type	Full-Time, Permanent
Date of Joining	On or before 1st July 2024

2. COMPENSATION & BENEFITS (CTC: ₹3,60,000 per annum)

Your annual Cost to Company (CTC) is structured at ₹3,60,000 (Rupees Three Lakhs Sixty Thousand only). The detailed breakup is as follows:

COMPONENT	MONTHLY (₹)	ANNUAL (₹)	TYPE
Basic Salary	12,000	1,44,000	Fixed
House Rent Allowance (HRA)	4,800	57,600	Fixed
Transport Allowance	1,600	19,200	Fixed
Medical Reimbursement	1,250	15,000	Fixed
Special Allowance	2,217	26,604	Fixed
Employer PF Contribution	1,440	17,280	Statutory
Gratuity (4.81% of Basic)	578	6,926	Statutory
Performance Bonus	—	23,390	Variable
GROSS TOTAL CTC	**—**	**3,60,000**	

Note: *Performance Bonus is contingent on individual and organisational targets assessed annually. PF and Gratuity are as per applicable statutory regulations.*

Registrar
The IIHMR University
1, Prabhu Dayal Marg, Near Sanganer Airport, Jaipur-302029

3. KEY RESPONSIBILITIES

As a Marketing Associate at Mica Links, your primary responsibilities will include:

- Execute marketing campaigns and promotional strategies to enhance brand visibility.
- Support market research, customer analysis, and competitive benchmarking activities.

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rajesh_jain567@yahoo.com
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Mica Links, Jain Mohalla, Pani Tanki Road, Jhumri Telaiya, Dist. Koderma, Jharkhand - 825409

- Manage digital and social media content, including scheduling and performance tracking.
- Coordinate with the sales team for lead generation, client communication, and follow-ups.
- Prepare MIS reports, campaign analytics, and monthly performance dashboards.
- Assist in organising events, trade fairs, and corporate outreach programmes.

4. TERMS & CONDITIONS

- This offer is subject to satisfactory verification of academic credentials, identity proof, and reference checks.
- The probationary period shall be three (3) months from the date of joining, extendable at management's discretion.
- You will be required to sign an NDA and comply with Mica Links' Code of Conduct and HR policies.
- The notice period post-confirmation shall be one (1) month on either side.
- This offer shall lapse if joining formalities are not completed by the stipulated date.

Kindly sign and return a copy of this letter as your acceptance on or before 15th April 2024.
We look forward to welcoming you to the Mica Links family.

Warm regards,

Authorised Signatory
Mica Links, Jhumri Telaiya
+91 9771821121 | rajesh_jain567@yahoo.com

ACCEPTANCE BY CANDIDATE

I, Ms. Neha Nigam, accept the offer of employment as Marketing Associate at Mica Links on the terms and conditions stated above.

Signature: _____ Date: _____

Registrar
The IIHMR University
1, Prabhu Dayal Marg, Near
Sanganer Airport, Jaipur-302029

mica links

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Mica Links, Jain Mohalla, Pani Tanki Road, Jhumri Telaiya, Dist. Koderma, Jharkhand - 825409

Date: 4th April 2024

Ms. Shaivalini Sarkar
IIHMR University, Jaipur

Subject: Offer of Employment – Marketing Associate | Mica Links

Dear Shaivalini,

We are pleased to offer you the position of Marketing Associate at Mica Links. Following a successful evaluation through the campus recruitment process at IIHMR University, we are confident that your skills and enthusiasm align well with our organisational goals.

1. APPOINTMENT DETAILS

Designation	Marketing Associate
Employment Type	Full-Time, Permanent
Date of Joining	On or before 1st July 2024

2. COMPENSATION & BENEFITS (CTC: ₹3,60,000 per annum)

Your annual Cost to Company (CTC) is structured at ₹3,60,000 (Rupees Three Lakhs Sixty Thousand only). The detailed breakup is as follows:

COMPONENT	MONTHLY (₹)	ANNUAL (₹)	TYPE
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Transport Allowance	1,600	19,200	Fixed
Medical Reimbursement	1,250	15,000	Fixed
Special Allowance	2,217	26,604	Fixed
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Performance Bonus	—	23,390	Variable
GROSS TOTAL CTC	**—**	**3,60,000**	

Note: *Performance Bonus is contingent on individual and organisational targets assessed annually. PF and Gratuity are as per applicable statutory regulations.*

Registrar
The IIHMR University
1, Prabhu Dayal Marg, Near Sanganer Airport, Jaipur-302029

3. KEY RESPONSIBILITIES

As a Marketing Associate at Mica Links, your primary responsibilities will include:

- Execute marketing campaigns and promotional strategies to enhance brand visibility.

mica links

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Mica Links, Jain Mohalla, Pani Tanki Road, Jhumri Telaiya, Dist. Koderma, Jharkhand - 825409

- Support market research, customer analysis, and competitive benchmarking activities.
- Manage digital and social media content, including scheduling and performance tracking.
- Coordinate with the sales team for lead generation, client communication, and follow-ups.
- Prepare MIS reports, campaign analytics, and monthly performance dashboards.
- Assist in organising events, trade fairs, and corporate outreach programmes.

4. TERMS & CONDITIONS

- This offer is subject to satisfactory verification of academic credentials, identity proof, and reference checks.
- The probationary period shall be three (3) months from the date of joining, extendable at management's discretion.
- You will be required to sign an NDA and comply with Mica Links' Code of Conduct and HR policies.
- The notice period post-confirmation shall be one (1) month on either side.
- This offer shall lapse if joining formalities are not completed by the stipulated date.

Kindly sign and return a copy of this letter as your acceptance on or before 15th April 2024.

We look forward to welcoming you to the Mica Links family.

Warm regards,

Authorised Signatory
Mica Links, Jhumri Telaiya
+91 9771821121 | rajesh_jain567@yahoo.com

ACCEPTANCE BY CANDIDATE

I, Ms. Shaivalini Sarkar, accept the offer of employment as Marketing Associate at Mica Links on the terms and conditions stated above.

Signature: _____ Date: _____

Registrar
The IIHMR University
1, Prabhu Dayal Marg, Near
Sanganer Airport, Jaipur-302029

mica links

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Mica Links, Jain Mohalla, Pani Tanki Road, Jhumri Telaiya, Dist. Koderma, Jharkhand - 825409

Date: 4th April 2024

Ms. Sneha Basnet
IIHMR University, Jaipur

Subject: Offer of Employment – Marketing Associate | Mica Links

Dear Sneha,

We are pleased to offer you the position of Marketing Associate at Mica Links. Following a successful evaluation through the campus recruitment process at IIHMR University, we are confident that your skills and enthusiasm align well with our organisational goals.

1. APPOINTMENT DETAILS

Designation	Marketing Associate
Employment Type	Full-Time, Permanent
Date of Joining	On or before 1st July 2024

2. COMPENSATION & BENEFITS (CTC: ₹3,60,000 per annum)

Your annual Cost to Company (CTC) is structured at ₹3,60,000 (Rupees Three Lakhs Sixty Thousand only). The detailed breakup is as follows:

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Basic Salary	12,000	1,44,000	Fixed
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Medical Reimbursement	1,250	15,000	Fixed
Special Allowance	2,217	26,604	Fixed
Employer PF Contribution	1,440	17,280	Statutory
Gratuity (4.81% of Basic)	578	6,926	Statutory
Performance Bonus	—	23,390	Variable
GROSS TOTAL CTC	**—**	**3,60,000**	

Note: *Performance Bonus is contingent on individual and organisational targets assessed annually. PF and Gratuity are as per applicable statutory regulations.*

Registrar
The IIHMR University
1, Prabhu Dayal Marg, Near Sanganer Airport, Jaipur-302029

3. KEY RESPONSIBILITIES

mica links

GSTIN : 20ADJPJ8222H1ZV
+91 9771821121
rajesh_jain567@yahoo.com
https://www.indiamart.com/mica-links/
Mica Links, Jain Mohalla, Pani Tanki Road, Jhumri Telaiya, Dist. Koderma, Jharkhand - 825409

3. KEY RESPONSIBILITIES

As a Marketing Associate at Mica Links, your primary responsibilities will include:

- Execute marketing campaigns and promotional strategies to enhance brand visibility.
- Support market research, customer analysis, and competitive benchmarking activities.
- Manage digital and social media content, including scheduling and performance tracking.
- Coordinate with the sales team for lead generation, client communication, and follow-ups.
- Prepare MIS reports, campaign analytics, and monthly performance dashboards.
- Assist in organising events, trade fairs, and corporate outreach programmes.

4. TERMS & CONDITIONS

- This offer is subject to satisfactory verification of academic credentials, identity proof, and reference checks.
- The probationary period shall be three (3) months from the date of joining, extendable at management's discretion.
- You will be required to sign an NDA and comply with Mica Links' Code of Conduct and HR policies.
- The notice period post-confirmation shall be one (1) month on either side.
- This offer shall lapse if joining formalities are not completed by the stipulated date.

Kindly sign and return a copy of this letter as your acceptance on or before 15th April 2024.
We look forward to welcoming you to the Mica Links family.

Warm regards,

Authorised Signatory
Mica Links, Jhumri Telaiya
+91 9771821121 | rajesh_jain567@yahoo.com

ACCEPTANCE BY CANDIDATE

I, Ms. Sneha Basnet, accept the offer of employment as Marketing Associate at Mica Links on the terms and conditions stated above.

Signature: _____ Date: _____

Registrar
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