

Campus Name: Hangati college of arts

Date: 21/01/2020

Dear ABHISHEK SANTOSH KELKAR [B. COM]

Congratulations!!!

Welcome to the Sutherland Family.....

With reference to the Interview you had with us, we are pleased to inform that you have been short listed as a "Associate". Your employment with us will be established on clearing further rounds of interview which would be conducted at our Perungalathur facility (No.16, GST Road, Gateway Office Park A-1 Block, Ground Floor, Perungalathur, Chennai - 600 063). The offer letter can be collected from the same venue.

We at Sutherland are privileged to have you with us and we look forward to launching your successful career with us.

You may have to furnish the following documents on clearing further rounds of interview for completing the joining formalities

- 10 Passport size photographs
- 10th & 12th and UG/PG education certificates
- Address & ID Proof(Ration card, Driving license/Passport, PAN Card, Voter ID Etc)
- 2 reference letters
- Medical Fitness Certificate- saying you are fit enough to work in night shifts
- Offer letter / Relieving letter / Last 3 consecutive months pay slips (Applicable only for experienced candidates)

Note: Please produce this letter at the reception.

Yours sincerely,

Sutherland

Authorized Signatory

Candidate Acceptance

Sutherland Global Services Pvt. Ltd.
The Gateway Office Part, IT/ITES SEZ, Block - A1, 6th Floor, No. 16, GST Road, Perungulathur,
Chennai, Tamil Nadu, PIN 600063



Campus Name: PRAGATI COLLEGE OF ARTS

Date: 21 St JAN, 2020

COMMERCE AND SCIENCE
DIPTI NAWAL BASPAI [TYBCOM]

Congratulations!!!

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With reference to the Interview you had with us, we are pleased to inform that you have been short listed as a "Associate". Your employment with us will be established on clearing further rounds of interview which would be conducted at our Perungalathur facility (No.16, GST Road, Gateway Office Park A-1 Block, Ground Floor, Perungalathur, Chennai - 600 063). The offer letter can be collected from the same venue.

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Chennai, Tamil Nadu, PIN 600063



Campus Name: Progoti Collège of Arts & Commerce Date: 21/01/2020

Dear, Mr. Prancy Promod Keluskar (BMS)

Congratulations!!!

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With reference to the Interview you had with us, we are pleased to inform that you have been short listed as a "Associate". Your employment with us will be established on clearing further rounds of interview which would be conducted at our Perungalathur facility (No.16, GST Road, Gateway Office Park A-1 Block, Ground Floor, Perungalathur, Chennai - 600 063). The offer letter can be collected from the same venue.

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Campus Name: Pragati College of Arts & Comm Date: 21th Jan, 2020

Dear Bhargavi vilas Sawant (BMS)

Congratulations!!!

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With reference to the Interview you had with us, we are pleased to inform that you have been short listed as a "Associate". Your employment with us will be established on clearing further rounds of interview which would be conducted at our Perungalathur facility (No.16, GST Road, Gateway Office Park A-1 Block, Ground Floor, Perungalathur, Chennai - 600 063). The offer letter can be collected from the same venue.

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B. V. Sawant

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Sutherland Global Services Pvt. Ltd.
The Gateway Office Part, IT/ITES SEZ, Block - A1, 6th Floor, No. 16, GST Road, Perungulathur, Chennai, Tamil Nadu, PIN 600063



Campus Name: Pragati College of Art's & Com Date: 21 Jan 2020

Dear Anisho Profull Sawant (BMS)

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Campus Name: PRAGATI COLLEGE OF -ARTS & Date: 24/01/2020

Dear Ms. NIDHI ANIL SHARMA (BMS)

Congratulations!!!

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Campus Name: PRAGATI COLLEGE OF ARTS & Date: 21/01/2020 COMMERCE.

Dear PRATIK TRADIP KADAM (TYBBI)

Congratulations!!!

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Date: 21-1-2020

Dear Jaysingh A 5 - Bhardan (B S. I T)

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Campus Name: Pragati Callege of Arts & Date: 21/01/2020 Dear Propor D Shinde (BISCIT)

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Tel No.: +91,44,4288,7884

CIN:U72200TN2000PTC045578



Campus Name: Tragetti College of Aok & Comm Date: 21/01/2020

Dear Mohit S. Kambli (B. Se IT)

Congratulations!!!

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With reference to the Interview you had with us, we are pleased to inform that you have been short listed as a "Associate". Your employment with us will be established on clearing further rounds of interview which would be conducted at our Perungalathur facility (No.16, GST Road, Gateway Office Park A-1 Block, Ground Floor, Perungalathur, Chennai - 600 063). The offer letter can be collected from the same venue.

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Campus Name: Preignati College of Asto 2 Comin

Date: 21-01-2020

Dear Hardels Bhikaji kongao nkor (TYBSCIT)

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The Gateway Office Part, IT/ITES SEZ, Block - A1, 6th Floor, No. 16, GST Road, Perungulathur,
Chennai, Tamil Nadu, PIN 600063

Candidate ID: 4151643 /515115,

Date of Joining: 10/29/2020,

Joining Location: Mumbai,

1. Welcome Address

Designation: Software Associate,

Dear Jagadeeshwari Venkatesh Jilla,

To ensure that you experience a smooth onboarding, we would like to help you with a brief agenda for your day one at Capgemini.

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2.	Verification of master data sheet, which contains your detailed information.
3.	Verification of joining documents*
4.	Receipt of employee handbook and visitor-cum-bus pass
5.	Submission of signed documents
6.	Receipt of hard copy of offer letter
7.	ID cum access card formalities
8.	Bank account opening formalities
9.	Meeting the buddy

Please report by 8:30 am at Mumbai office, for joining formalities as per the address mentioned below:

Address

CAPGEMINI Knowledge Park,IT 1 / IT 2, TTC Industrial Area,Thane-Belapur Road, Airoli, Navi Mumbai, Maharashtra - 400708

Please carry a complete set of original and photocopied documents (2 sets) as specified below.

1. Hard copy / email copy of Capgemini offer letter shared with you

Employment Documents:

Current Employment(Immediate Previous)

- Relieving letter /Experience Certificate(if both these documents are not there, Resignation Acceptance Resignation acceptance mail is mandatory/Automated Copy of email resignation/Approved mail resignation (mentioning of last working day from the HR is mandatory)
- 2. b) Payslips for last 3 months
 - c) Form 16
 - d) Salary Account 6 months Bank Statement
 - e) Letter of appointment/Offer letter from employer which captures start date

Previous Employment

Service/Relieving Certificate all employments- Mentioning date of joining ,designation and last working day

Education Documents

- a) 10 Marksheet and certificate.
- b) 12th marksheet and Certificate.
- c) Graduation Marksheets and certificate/Diploma certificate.
- d) Post-Graduation Marksheets and degree certificate(If applicable)
- e) Any other relevant certificate

Proof of identity/ Address

- a) PAN Card
- b) AADHAR Card
- c) Passport
- In case any of the proof of Identity/Address mentioned above not available then any TWO of the below proofs
- 4. i) Voters Id
 - ii) Driving License
 - iii) Ration card
 - iv) Electricity Bills
 - v) Gas card
 - vi) Notarized Self Affidavit
- Passport size photographs(6 nos)
- 6. Self Employed/CO-owner/Freelancing/ Partnership employment(s)(if applicable)
 - a) Form 16/Form 26AS
 - b) Bank statement for 6 months
 - c) Shop License
- 7. Cancelled Cheque of Saving Bank Account having IFSC Code details Mandatory
- Details of your Provident Fund, Employees' Pension Scheme and Universal Account Number, if earlier member PF/EPS scheme Mandatory.



EMPLOYMENT OFFER LETTER

Capgemini Ref: 4151643 /515115,

10/24/2020,

Jagadeeshwari Venkatesh Jilla 22, Amarjyot palace, near nandivili road, Dombivli, Thane , Maharashtra, India

Confidential

Dear Jagadeeshwari Venkatesh Jilla,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with **Capgemini Technology Services India Limited** (**'Capgemini'** or **'Company'**) starting from **10/29/2020** (or such other date as may be communicated to you by the Company), as per details given below.

- A) Your current designation will be Software Associate/A3
- B) You will be required to work at the Company's offices in location Mumbal
- C) Your all-inclusive annual target compensation (on a cost to company basis) will be INR 250,010.00 (Rupees Two Lakh Fifty Thousand and Ten only) which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

The breakup of your all-inclusive annual target compensation is as follows:

Jagadeeshwari Venkatesh Jilla

Software Associate

Total Cost to Company (CTC).

Rs.250,010.00

Monthly Components	Per Month	Annualtzed
Basic	Rs 10,000.00	Rs 120,000.00
House Rent Allowance	Rs. 0.00	Rs 0.00
Other Reimbursements & Allowances#	Rs. 0.00	Rs.0.00
Personal Allowance	Rs. 4,426.00	Rs. 53,112.00
Advance Statutory Bonus	Rs. 2,980.00	Rs. 35,760.00
Gross monthly salary	Ra.17,406.00	Rs. 208,872.00
Statutory payments ++		
Capgemini's contribution to PF ++	Rs.1,731.00	Rs.20,772.00
Gratuity (accrual only)		Rs.5,772.00
Total Fixed Compensation		Ra.235,416.00
Total Cash Compensation		Ra.235,416.00
Benefits		
Medical, Accident & Life Insurance Premium		Rs. 7,802.00
Capgemini contribution to ESI		Rs.6,792.00
Total Cost to Company		Rs. 250,010.00

You may choose any of the following optional instruments that are a part of the Other Allowance & Reimbursements. Balance amount that is not claimed will be paid as Taxable on monthly basis after withholding taxes. For details on claiming these instruments please check the Other Allowance and Reimbursements FAQ and Claim Forms.

Other Allowance & Reimbursements	Annualized
Telephone	19,800.00
LTA	60,000.00
Meal Coupons	24,000.00
Vehicle Reimbursement	21,600.00

Notes:

- The payroll processing will be as per Company policy notified from time to time.
- Employees should decide on the Other Allowances and Reimbursements (OAAR) at the time of joining; any changes will be accepted as per Company policy applicable from time to time.
- 3. For claiming tax benefit in case of admissible allowances and reimbursements (eg. LTA, telephone etc), you will have to submit supporting (bills) to the Company's satisfaction along with the reimbursement claim form in the prescribed format and within the timeline stipulated by the Company. The reimbursements will be processed as per the applicable Company's policies, which are subject to change without notice. The payments described above will not be further grossed up for taxes and you will be responsible for the payment of all taxes due with respect to such payments, which will be deducted at source as per the applicable law. In case of any under-withholding, you shall be responsible to pay the necessary tax and any interest/penalty thereon.
- In cases where Permanent Account Number (PAN) is not produced, highest tax rates will apply to all amounts on which tax is deductible at source under the applicable tax law.
- The Company reserves the right to change the compensation structure and/or the compensation components from time to time.
- ++ These statutory payments are included based on current applicable practice and law and are subject to changes based on changes in law from time to time. Also, please further note, that any changes /modification to statutory payments, due to change and/or amendment in law, shall not be treated as change in service condition(s) and therefore no notice of such change will be provided to you. However, Company shall endeavor to inform you, via separate email communication, about any changes/ modification to statutory payment.
- ++ Employee's contribution towards PF and ESI will be made from the monthly salary. If employee moves out of ESI coverage on account of his/her salary crossing the defined threshold, deduction of employer and employee's contribution would continue up to the ESI contribution cycle defined by law.
- ** This is the maximum limit you are eligible for. You may choose any of the following optional components under 'Other Allowance & Reimbursements' Non taxable components (except Meal Coupons) would be paid based on a claim by employee through payroll. Taxable component would be paid on a monthly basis. All payments will be based on Company's policies.

- D.) The following elements are included in the compensation package stated above:
 - Provident Fund- You will be covered under the Capgemini Technology Services India Limited Employees' Provident Fund (PF) scheme wherein, the Company will contribute towards PF at the statutory rate as may be defined by the government from time to time. Your contribution and the Company's contribution have been included as a part of the above-mentioned compensation.
 - Gratuity- Upon cessation of employment after completion of continuous service of at least five (5) years with the Company, you will be eligible for gratuity as per the Payment of Gratuity Act. The amount towards gratuity accrual forms a part of the above-mentioned compensation.
 - ESIC- In the event you are eligible, you will be covered under the Employees' State Insurance Act wherein, the Company will
 contribute towards ESIC at the statutory rate. Your contribution and the Company's contribution form a part of the abovementioned compensation.

NOTE:

- a.) All statutory payments are demonstrated based on current applicable practice and law and may be subject to changes based on changes in law from time to time. Further, any changes/modification to statutory payments, due to change and/or amendment in law, shall not be treated as change in service condition(s) and therefore no notice of such change will be provided to you. However, Company shall endeavor to inform you, via separate communication, about any changes/modification to statutory payment.
- E.) As an employee of the Company, you shall be entitled to the following benefits subject to any change made by the Company from time to time:
 - Group Medical Insurance- In accordance with the Company's policy, you and your immediate family (as defined in the Company's policy) shall be covered under the Medical Insurance policy held by the Company. Additionally, if you are required to travel abroad, you may be covered under the Company's Overseas Medical Insurance Policy.
 - Group Personal Accident Insurance You shall be covered under the Personal Accident Insurance Policy held by the Company.
 - 3. Group Term Life Insurance-You shall also be covered under the Group Term Life Insurance Policy held by the Company.
 - Transport Facility- Bus transport facility may be available, by paying nominal charges as per Company's policy, on various
 routes at different Company locations. If you opt for the facility, the applicable charges will be deducted from your salary in
 the monthly payroll.
 - Annual Leave/Public Holidays- You will be eligible for annual leaves and public holidays as determined by the Company's Leave Policy which is subject to change from time to time.

If you become indebted to the Company for any reason, the Company may, if it so elects, set off any sum due to the Company from you against the compensation payable to you and collect any remaining balance from you.

F.) Probationary Period:

- You will be on probation for period of six months from your date of joining the Company and continuity of your employment with the Company is dependent on confirmation of your employment. The Company reserves the right to revise the probation period depending on your performance and/or other consideration.
- At any time during your probation period the Company may confirm your employment by way of a written communication, if
 your performance is found to be satisfactory. Your probation shall be deemed extended, for a period not exceeding 30 days,
 in a situation where you do not receive the aforesaid written communication from the Company.
- G.) Performance Review: You will be eligible to participate in Company's performance review process as per Company policy.

Conditions of hire:

H.)

- 1. Your employment with the Company will be subject to the following pre-conditions:
 - You will submit relevant documents as mandated by the Company;
 - You obtain requisite certification or complete mandated assessments which are basis for offering you employment opportunity with the Company;
 - You obtain a clear discharge and/or relieving letter from your most recent employer (prior to joining the Company).
 Nevertheless you must submit a clear discharge and/or relieving letter within fifteen (15) days of joining the Company;
 - d. You represent that acceptance of employment with the Company does not breach any terms/provisions of your previous employment agreement or any other agreement to which you are bound.
 - e. You acknowledge that the Company has offered you employment based on the fact that there are no pending claims, actions, suits or proceedings against you which might reasonably be expected to have an adverse effect on your ability to perform your duties hereunder and/or upon the Company.
 - f. You provide two satisfactory references, one being from your most recent employer (prior to joining Capgemini);
 - Your background verification check (including address, academics, employment, criminal etc as applicable) conducted by the Company is cleared; and
 - h. You represent that you have not been involved in any fraud, unethical and/or immoral acts, departmental inquiry in your previous employment(s) and/or been part of any pending investigation (whether judicial, quasi-judicial or otherwise) which you have not disclosed from the Company prior to your joining.
 - Your employment shall be subjected to the below-mentioned additional terms and conditions.
 - a. You should clear the final degree examination and submit your degree marks sheet and/or certificate, as a proof of passing. In the event you fail to clear the final examination in the first attempt or fail to submit the proof of the same by 30-November-2020, our Offer shall stand automatically revoked or otherwise your employment with the Company shall cease immediately without any further obligation or liability upon the Company.
 - b.You will be required to clear the mandatory Entry Level Certification Training Test of the Company in the first

attempt. The details of the mandatory certification and the test will be communicated to you upon your joining the Company. If you do not successfully clear such test, your employment with the Company shall cease immediately without any further obligation or liability upon the Company.

c.As a condition of your employment with the Company, you will be required to undergo certain specialized training. certification and/or skill up gradation, at the cost, resource and expense of the Company. In consideration thereof, you shall be required to sign a training agreement or service agreement with the Company, and inter alia provide a commitment to work for the Company for 24 months, failing which there would be certain monetary liabilities that you would need to bear. Prior to acceptance of our Offer, you may request HR Department for more details in this respect including draft of such an agreement, for your review.

You fill the complete Back ground verification link given along with the welcome mail of the offer.

Your employment is inter alia based on the information furnished by you to the Company including declarations and undertakings thereto. If at any time during your employment with the Company, the Company discovers that you have furnished any false, fake, forged information (including documentation) for securing employment with the Company or otherwise, the Company reserves the right to take disciplinary action against you, including, but not limited to, right to terminate your employment without notice and your employment with the Company will be void ab-initial

Your employment with the Company will also be governed by the terms and conditions of employment contained in Exhibit 1 attached hereto.

The Company's address for sending notice in relation to your employment is as below:

Kind Attn: Head - Human Resources

Address: Capgemini Technology Services India Limited,

Capgemini Knowledge Park, IT 3 IT 4, SEZ, Thane-Belapur Rd, TTC Industrial Area, Airoli, Navi Mumbai, Maharashtra 400708

Email: hremployeeservices.in@capgemini.com You are required to treat this letter and its contents as strictly confidential and should not disclose the same to any person or entity (except to your advisors, attorneys and accountants, for seeking their advice) without our prior written consent.

At Capgemini, one of our goals is to afford all our people the opportunity to pursue their careers, to achieve their personal best, and to balance their personal and professional goals. Capgemini values your abilities and believes it can provide you with an atmosphere in which you can develop your professional talents to the fullest.

As a token of your acceptance of our offer of employment with the Company, please sign in the space provided below and return a duplication version of this letter immediately to us within fifteen(15)days from the date of this letter. Our offer shall automatically lapse unless (i) you confirm your acceptance of it and return a copy to us within the prescribed time and (ii) you join us on or before your date of joining stated in this Employment Offer Letter.

For Capgemini Technology Services India Limited

My !

Anilkumar Singh Head - Talent Acquisition & Resourcing

Acceptance

I have read and understood the contents of this Employment Offer Letter and Exhibits hereto (hereinafter 'Letter') and accept all the terms and conditions of this Letter in its totality. I confirm that there are no other oral/written understandings other than as detailed herein between me and Cappemini Technology Services india Limited.

This Letter supersedes all previous agreements (written or oral) between the parties in relation to the subject-matter. I confirm that I am not breaching any terms or provisions of any prior agreement or arrangement by accepting this offer.

Name: Jagadeeshwari Venkatesh Jilla

Date: 10/24/2020



FRIDAY, SEPTEMBER 18, 2020

Dear Mohit,

Thank you very much for participating in our recruitment process!

We were all very excited to meet and get to know you over the past few weeks.

We are pleased to offer you the position of 1st Line Support Engineer at Openprovider with the following terms:

- Gross Salary: 19 000 INR (200 EUR) per month, paid monthly (with the further salary increase)
- Start date: September 29, 2020
- · Work hours: 40 hours/week
- · Place of work: remote/coworking space
- · Full-time position
- Company laptop

This offer will expire at 5:00 pm CET on September 22, 2020. If you have any questions, please do not hesitate to contact me anytime via e-mail kvlasova@openprovider.ru.

We look forward to working with you and hope you will find your employment at Openprovider a rewarding experience.

Offer Letter Acceptance

I have read and accept this offer of employment:

19/09/2020

Date

Mohit Sudhir Kambli