



# IDHAYA ENGINEERING COLLEGE FOR WOMEN

CHINNASALEM-606 201, KALLAKURICHI DISTRICT, TAMIL NADU, INDIA.

Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai.

2(f) Status of UGC, An ISO 9001: 2015 Certified Institution

A Christian Minority Institution run by the Franciscan Sisters of the Immaculate Heart of Mary Society, Puducherry.

Phone: 04151-258325, 258326

Website: www.iecw.edu.in

Email ID: idhaya@iecw.edu.in

## 5.2.1 Average percentage of placement of outgoing students during the Academic Year 2019-20

Sl.No	Name of student placed and Contact details	Program graduated from	Name of the employer with contact details	Page No
1.	Abirami.R, 9677365298	BE-CSE	War Room Technologies, Salem. hrwtsalem@gmail.com	4
2.	Aiswariya S, 9791415233	BE-CSE	Mecniques, Coimbatore. infomecniques@gmil.com	6
3.	AmalaDarathi B, 8940408739	BE-CSE	Mecniques, Coimbatore. infomecniques@gmil.com	7
4.	Anitha S, 9715235864	BE-CSE	Kuvira Cybernetics, Vellore. kuviracybemetics@gmail.com	8
5.	Archana R, 8870860200	BE-CSE	Innovative Academy For students,Ambattur,Chennai. 7373567117	9
6.	DhanishaBanu A, 8695577581	BE-CSE	Kuvira Cybernetics, Vellore. kuviracybemetics@gmail.com	11
7.	Infanta Queen T, 9965653090	BE-CSE	Ignited minds Solutions, Puducherry,7708882398	12
8.	Kavya K, 9578907681	BE-CSE	Hailstone Technology, Coimbatore. info@hailstonetechnology.in	15
9.	MangayarKarasi R M, 9486285897	BE-CSE	Mecniques, Coimbatore. infomecniques@gmil.com	16
10.	Manimozhi S, 9698962604	BE-CSE	Innovative Academy For students,Ambattur,Chennai. 7373567117	17
11.	Marie Smilein A, 9865812731	BE-CSE	Caliber Virtual Technologies, Salem. 7708954811	19
12.	Monikha S, 9445195142	BE-CSE	Ignited minds Solutions, Puducherry,7708882398	20
13.	Murugaselvi R, 9750713262	BE-CSE	Hailstone Technology, Coimbatore. info@hailstonetechnology.in	23
14.	PresillaKanimozhi A, 9786856681	BE-CSE	Kuvira Cybernetics, Vellore. kuviracybemetics@gmail.com	24
15.	Ramya M, 7220326394	BE-CSE	Ignited minds Solutions, Puducherry,7708882398	25
16.	Ranjani M, 9047537606	BE-CSE	War Room Technologies, Salem. hrwtsalem@gmail.com	28
17.	Rohini S, 9655803459	BE-CSE	Ignited minds Solutions, Puducherry,7708882398	30
18.	Samreen T, 9867373744	BE-CSE	Caliber Virtual Technologies, Salem. 7708954811	33
19.	Sandhiya S, 9047127595	BE-CSE	Kuvira Cybernetics, Vellore. kuviracybemetics@gmail.com	34

**Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**

**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT**



# IDHAYA ENGINEERING COLLEGE FOR WOMEN

CHINNASALEM-606 201, KALLAKURICHI DISTRICT, TAMIL NADU, INDIA.

Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai.

2(f) Status of UGC, An ISO 9001: 2015 Certified Institution

A Christian Minority Institution run by the Franciscan Sisters of the Immaculate Heart of Mary Society, Puducherry.

Phone: 04151-258325, 258326

Website: [www.iecw.edu.in](http://www.iecw.edu.in)

Email ID: [idhaya@iecw.edu.in](mailto:idhaya@iecw.edu.in)

20.	Simran A, 7756913250	BE-CSE	Hailstone Technology, Coimbatore. <a href="mailto:info@hailstonetechnology.in">info@hailstonetechnology.in</a>	35
21.	Swetha S, 9442833783	BE-CSE	Caliber Virtual Technologies, Salem. 7708954811	36
22.	Anbumayil A, <a href="mailto:anbumayil1998@gmail.com">anbumayil1998@gmail.com</a>	BE-EEE	Hailstone Technology, Coimbatore. <a href="mailto:info@hailstonetechnology.in">info@hailstonetechnology.in</a>	37
23.	Aruna C, 9344485862	BE-EEE	Hailstone Technology, Coimbatore. <a href="mailto:info@hailstonetechnology.in">info@hailstonetechnology.in</a>	38
24.	Aruna M, <a href="mailto:maruna2099@gmail.com">maruna2099@gmail.com</a>	BE-EEE	Sri Vinayaga Electricals. <a href="mailto:engineerssve@gmail.com">engineerssve@gmail.com</a>	39
25.	Ashwini A, <a href="mailto:ashwiniarumugam999@gmail.com">ashwiniarumugam999@gmail.com</a>	BE-EEE	Sri Vinayaga Electricals. <a href="mailto:engineerssve@gmail.com">engineerssve@gmail.com</a>	40
26.	Bharathi K, <a href="mailto:eeebharathi8@gmail.com">eeebharathi8@gmail.com</a>	BE-EEE	Hailstone Technology, Coimbatore. <a href="mailto:info@hailstonetechnology.in">info@hailstonetechnology.in</a>	41
27.	Kalaivani A, <a href="mailto:kalaiayyasamy99@gmail.com">kalaiayyasamy99@gmail.com</a>	BE-EEE	KarpagaVinayagar Industries, Chennai. 26358178	42
28.	Mangaiyarkarasi S, <a href="mailto:malathisakthi6211@gmail.com">malathisakthi6211@gmail.com</a>	BE-EEE	Sri Vinayaga Electricals. <a href="mailto:engineerssve@gmail.com">engineerssve@gmail.com</a>	43
29.	Narmatha K, <a href="mailto:narmathak98@gmail.com">narmathak98@gmail.com</a>	BE-EEE	Hailstone Technology, Coimbatore. <a href="mailto:info@hailstonetechnology.in">info@hailstonetechnology.in</a>	44
30.	Prithiya B, <a href="mailto:prithibala@gmail.com">prithibala@gmail.com</a>	BE-EEE	Sri Vinayaga Electricals. <a href="mailto:engineerssve@gmail.com">engineerssve@gmail.com</a>	45
31.	Saranya S, <a href="mailto:saranyakalli@gmail.com">saranyakalli@gmail.com</a>	BE-EEE	Hailstone Technology, Coimbatore. <a href="mailto:info@hailstonetechnology.in">info@hailstonetechnology.in</a>	46
32.	Abarna K, <a href="mailto:abarnakola@gmail.com">abarnakola@gmail.com</a>	BE-ECE	Vei Technologies, 9003785766	47
33.	Ajitha P, <a href="mailto:ajithasm@gmail.com">ajithasm@gmail.com</a>	BE-ECE	War Room Technologies, Salem. <a href="mailto:hrwtsalem@gmail.com">hrwtsalem@gmail.com</a>	48
34.	Anitha A, <a href="mailto:anijaya4699@gmail.com">anijaya4699@gmail.com</a>	BE-ECE	War Room Technologies, Salem. <a href="mailto:hrwtsalem@gmail.com">hrwtsalem@gmail.com</a>	50
35.	Anjali Devi S, <a href="mailto:StylishTamilachi145@gmail.com">StylishTamilachi145@gmail.com</a>	BE-ECE	Panasonic, Chennai	52
36.	Hannah A, <a href="mailto:hannahflorence584@gmail.com">hannahflorence584@gmail.com</a>	BE-ECE	War Room Technologies, Salem. <a href="mailto:hrwtsalem@gmail.com">hrwtsalem@gmail.com</a>	53
37.	Kaviya R, <a href="mailto:kavivaraja23@gmail.com">kavivaraja23@gmail.com</a>	BE-ECE	Vei Technologies, 9003785766	55
38.	Maheswari P, <a href="mailto:Mahimahesrani@gmail.com">Mahimahesrani@gmail.com</a>	BE-ECE	Kuvira Cybernetics, Vellore. <a href="mailto:kuviracybernetics@gmail.com">kuviracybernetics@gmail.com</a>	56
39.	Merlin Joyana G, <a href="mailto:Merlinjoyana98@gmail.com">Merlinjoyana98@gmail.com</a>	BE-ECE	Panasonic, Chennai	57
40.	Monisha M, <a href="mailto:monishamonisha918@gmail.com">monishamonisha918@gmail.com</a>	BE-ECE	Hailstone Technology, Coimbatore. <a href="mailto:info@hailstonetechnology.in">info@hailstonetechnology.in</a>	58
41.	Naveena A, <a href="mailto:naveenari82@gmail.com">naveenari82@gmail.com</a>	BE-ECE	Hailstone Technology, Coimbatore. <a href="mailto:info@hailstonetechnology.in">info@hailstonetechnology.in</a>	59

*[Signature]*  
**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M. ISTE, F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT**



# IDHAYA ENGINEERING COLLEGE FOR WOMEN

CHINNASALEM-606 201, KALLAKURICHI DISTRICT, TAMIL NADU, INDIA.

Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai.

2(f) Status of UGC, An ISO 9001: 2015 Certified Institution

A Christian Minority Institution run by the Franciscan Sisters of the Immaculate Heart of Mary Society, Puducherry.

Phone: 04151-258325, 258326

Website: [www.iecw.edu.in](http://www.iecw.edu.in)

Email ID: [idhaya@iecw.edu.in](mailto:idhaya@iecw.edu.in)

42.	Nivetha D, <a href="mailto:Rajno1489@gmail.com">Rajno1489@gmail.com</a> ,6369262652	BE-ECE	REDCASO Solutions Pvt Ltd, Chennai, <a href="mailto:hr@redcaso.com">hr@redcaso.com</a>	60
43.	Radhika V, <a href="mailto:radhikaee1012@gmail.com">radhikaee1012@gmail.com</a>	BE-ECE	Panasonic, Chennai	61
44.	Rajpriya L, 6383990572	BE-ECE	TVS Educational Society, Chennai	62
45.	Ruby Metilda <a href="mailto:M.rubym34670@gmail.com">M.rubym34670@gmail.com</a> 9787361710	BE-ECE	REDCASO Solutions Pvt Ltd, Chennai, <a href="mailto:hr@redcaso.com">hr@redcaso.com</a>	64
46.	G.Sivasankari, <a href="mailto:sankarisiva.govind@gmail.com">sankarisiva.govind@gmail.com</a>	BE-ECE	Ignited minds Solutions, Puducherry.7708882398	65
47.	Selsia S, 9750022786	BE-ECE	Hailstone Technology, Coimbatore. <a href="mailto:info@hailstonetechnology.in">info@hailstonetechnology.in</a>	68
48.	Shahidha L, <a href="mailto:shahidhasana14@gmail.com">shahidhasana14@gmail.com</a>	BE-ECE	Hailstone Technology, Coimbatore. <a href="mailto:info@hailstonetechnology.in">info@hailstonetechnology.in</a>	69
49.	Subashini E, <a href="mailto:subashinielavarasan@gmail.com">subashinielavarasan@gmail.com</a>	BE-ECE	REDCASO Solutions Pvt Ltd, Chennai, <a href="mailto:hr@redcaso.com">hr@redcaso.com</a>	70
50.	Suvitha V, <a href="mailto:suvithakadambur@gmail.com">suvithakadambur@gmail.com</a>	BE-ECE	Vei Technologies, 9003785766	71
51.	LeelaRoslin, <a href="mailto:Leclaroslin0105@gmail.com">Leclaroslin0105@gmail.com</a>	BE-ECE	Hailstone Technology, Coimbatore. <a href="mailto:info@hailstonetechnology.in">info@hailstonetechnology.in</a>	72
52.	Anusuya J, 9944187477	B.Tech-IT	Innovative Academy For students,Ambattur,Chennai. 7373567117	73
53.	GracyNirmala R, 8220365994	B.Tech-IT	Innovative Academy For students,Ambattur,Chennai. 7373567117	75
54.	Priya R, 96558301421	B.Tech-IT	Innovative Academy For students,Ambattur,Chennai. 7373567117	77
55.	Rajalakshmi R, 9003472742	B.Tech-IT	Innovative Academy For students,Ambattur,Chennai. 7373567117	79
56.	Periyanayaki T, <a href="mailto:periyanayaki99@gmail.com">periyanayaki99@gmail.com</a>	BE-EEE	Venpa staffing services India Pvt.Limited	81
57.	Sinega R, <a href="mailto:sinegamaya@gmail.com">sinegamaya@gmail.com</a>	BE-EEE	Venpa staffing services India Pvt.Limited	82
58.	Dhanusuya V,8870261955, <a href="mailto:peacefully1998@gmail.com">peacefully1998@gmail.com</a>	B.Tech-IT	Capgemini Technology Services Pvt.Ltd, Chennai	83
59.	HaseenaParveen F, 9443878112	BE-CSE	Capgemini Technology Services Pvt.Ltd, Chennai	105
60.	Shalini K, 9486218672, <a href="mailto:shalini.kannan2409@gmail.com">shalini.kannan2409@gmail.com</a>	B.Tech-IT	Capgemini Technology Services Pvt.Ltd, Chennai	108

*Bueni*  
**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT**



To

Date: 15.07.2020

R.ABIRAMI  
WEST AYYANAR KOVIL STREET,  
MELNARIAPPANUR,  
CHINNASALEM(TK),  
VILLUPURAM DT.

Dear, R.ABIRAMI

We are pleased to appoint you as **Software Engineer** in our organization subject to the following terms and conditions: -

1. You will be required to report for duty on 15.07.2020
2. You will be on probation for a period of Three month. On satisfactory completion of the probationary period you will be confirmed. During probationary period your service can be terminated without notice.
3. During the period of employment you will be paid a consolidated salary of Rs. 15,000 per month.
4. The salary will be reviewed once in a year and no intermittent revision will be considered except under special circumstances.
5. You will work under the Supervision of the undersigned and have to take the responsibilities assigned from time to time.
6. The working hours of the company is between 9.00 AM to 6.00 PM and your working hours will be eight to nine hours per day and you will have flexible lunch break of 60 minutes. Sunday is weekly holiday.
7. You will be entitled of Festival, Statutory holidays and Annual holidays as per the rules of the company.

**War Room Technologies**

No 5/6, , Mettu Vellalat Street, Kondalampatti, Salem- 636010  
Email: [hrwtsalem@gmail.com](mailto:hrwtsalem@gmail.com)

*Ramani*  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,  
PRINCIPAL

IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.



8. Once you successfully completed the probationary period you have to work with us for minimum 1 Year, after that in the event of your resignation you will have to give 25 days notice or salary in lieu of this. There will be no adjustment against any available leave for the notice period. After the completion of probationary period your service can be terminated with notice period of 25 days.
9. Income Tax deduction is not carried over by the company and candidate has to make necessary arrangement to pay Income Tax applicable if any.

If you are agreeable to the terms and conditions, please sign the duplicate copy of the letter as a token of acceptance.

Thanking You,

Yours faithfully,

*R. Akirandh*

*15/7/20*

**For War Room Technologies,**

-MD

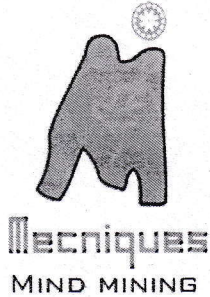
M.Karthick

*R. Gurumanti*  
**Dr.R.GURUMANTI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201. KALLAKURICHI DT.**

**War Room Technologies**

---

No 5/6, , Mettu Vellalat Street, Kondalampatti, Salem- 636010  
Email: [hrwtsalem@gmail.com](mailto:hrwtsalem@gmail.com)



# Mecniques

Dated: 8 July, 2020

Aiswariya S  
17, Mettu street,  
AMK Nagar,  
Thittakudi (TK),  
Cuddalore (DT)-606106

## LETTER OF APPOINTMENT

Dear Ms. Aiswariya S

It is our pleasure to offer you an appointment as a Designer with Mecniques., Coimbatore to fulfill an assignment as Designer.

Your appointment will be effective from Monday, August 5, 2020.

As agreed and accepted by you, your Gross Annual Consultation Charges/Professional Fees, inclusive of all the benefits, will be INR 1, 20, 000 /- (One Lakh Twenty Thousand Rupees only).

The applicable taxes will be deducted at source both under the State and Central Acts.

We will appreciate your immediate submission of self attested Xerox copies of the required documents with relevant originals to be returned after verification

This appointment is liable to be terminated by either party giving a notice in writing for 30 days in lieu thereof subject to the acceptance of management. Your service is also liable to be terminated on adverse performance report from the client. In such case, the payment of any consequential benefits including payment of Consultation Charges/professional fees will be entirely governed by the inputs or decision from our Client.

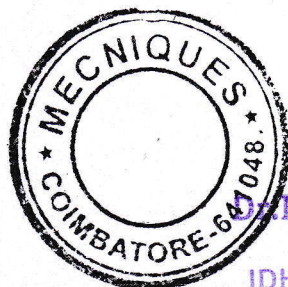
Please confirm your acceptance of this offer by signing the duplicate copy of this letter and return the same for our records either through a return email or by post/courier.

We will be glad to be of assistance to you on any questions/clarifications on this letter.

We look forward to working with you.

For Mecniques

Authorized Signatory



*[Handwritten Signature]*  
R. GURUMANI, M.E., Ph.D., M.B.A., M.I.S.T.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN

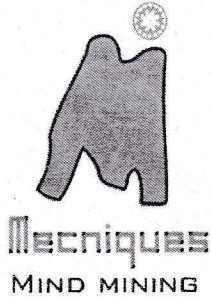
Acceptance Letter

*[Handwritten Signature]*  
Signature

#27-4, Villankurichi Road, Kalapatti, Coimbatore-641 048

E-mail: infomecniques@gmail.com, +91 8190091423

www.mecniques.com



# Mecniques

Dated: 8 July, 2020

Amala Darathi B  
2/66, South Street,  
Arulambady (PO),  
Sangarapuram (TK),  
Kallakurichi (DT) - 605 702

## LETTER OF APPOINTMENT

Dear Ms. Amala Darathi B

It is our pleasure to offer you an appointment as a Designer with Mecniques., Coimbatore to fulfill an assignment as Designer.

Your appointment will be effective from Monday, August 5, 2020.

As agreed and accepted by you, your Gross Annual Consultation Charges/Professional Fees, inclusive of all the benefits, will be INR 1, 20, 000 /- (One Lakh Twenty Thousand Rupees only).

The applicable taxes will be deducted at source both under the State and Central Acts.


We will appreciate your immediate submission of self attested Xerox copies of the required documents with relevant originals to be returned after verification

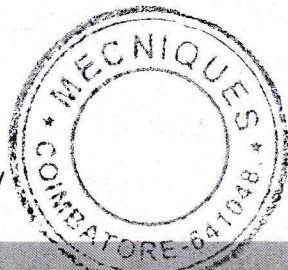
This appointment is liable to be terminated by either party giving a notice in writing for 30 days in lieu thereof subject to the acceptance of management. Your service is also liable to be terminated on adverse performance report from the client. In such case, the payment of any consequential benefits including payment of Consultation Charges/professional fees will be entirely governed by the inputs or decision from our Client.

Please confirm your acceptance of this offer by signing the duplicate copy of this letter and return the same for our records either through a return email or by post/courier.

We will be glad to be of assistance to you on any questions/clarifications on this letter.

We look forward to working with you.

For Mecniques  
  
Authorized Signatory



  
DR. R. GURUMANI, M.E., Ph.D., M.B.A., M.I.S.T.E., F.I.E.  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

Acceptance Letter

  
Signature

#27-4, Villankurichi Road, Kalapatti, Coimbatore-641 048

E-mail: [infomecniques@gmail.com](mailto:infomecniques@gmail.com), +91 8190091423

[www.mecniques.com](http://www.mecniques.com)



## KUVIRA CYBERNETICS

No.1/86, Kattupadi Cross Road  
Near Vellore, Vellore  
TamilNadu - 632 011

Dated: 14 July, 2020

### LETTER OF APPOINTMENT

Dear Ms. Anitha S

It is our pleasure to offer you an appointment as a Software Programmer.

Your appointment will be effective from August 18, 2020.

As agreed and accepted by you, your Gross Annual Consultation Charges/Professional Fees, inclusive of all the benefits, will be INR 1, 68,000 /- (One Lakh Sixty Eight Thousand Rupees only).

The applicable taxes will be deducted at source both under the State and Central Acts.

We will appreciate your immediate submission of self attested Xerox copies of the required documents with relevant originals to be returned after verification.

Please confirm your acceptance of this offer by signing the duplicate copy of this letter and return the same for our records either through a return email or by post/courier.

We will be glad to be of assistance to you on any questions/clarifications on this letter. We look forward to working with you.

Thanking you

Sincerely,

For Kuvira Cybernetics Pvt. Ltd.,

Arulbabu Donbosco  
CEO and Director



Email: kuviracybernetics@gmail.com

Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT





IAS

Innovative Academy For Students

February 11, 2020

Ms Archana

archanamcmahon222@gmail.com

Dear Archana,

Further to our interactions with you, we are pleased to offer you the position of Associate - Training with the Aptitude Practice at Innovative Academy for Students (mostly referred as IAS).

Your joining date is Monday, March 02, 2020. Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to IAS and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of Rs.10000/- out of which Rs.8000/- will be fixed and Rs.2000/- will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an Associate - Training with an Annual CTC of **Rs.300000/-**. **The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.**

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer, by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

  
Dr.R.GURUMANI, M.E., Ph.D., M.B.A., MISTE., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201. KALLAKURICHI DT.



IAS

Innovative Academy For Students

Annexure I: Compensation Structure			
Name	Ms. Archana	Position & Department	Associate - Training
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		100000
2	House Rent Allowance		40000
3	Medical Allowance		15000
4	Conveyance Allowance		19200
5	Special Allowance		54200
6	Provident Fund (Employer Contribution)		21600
	<b>Total Fixed Pay per annum</b>		<b>250000</b>
	<b>Annual Performance Linked Pay (Maximum)</b>		<b>50000</b>
	<b>Total Cost to Company</b>		<b>300000</b>

Notes: \*Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

\*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you  
Yours sincerely

Manigandan R  
Founder - IAS  
**R. MANIGANDAN**  
Founder

Innovative Academy for Students (IAS)  
Ambattur, Chennai - 600 058.

**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.I.S.T.E., F.I.E.,**  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

**ACCEPTANCE OF OFFER**

*I hereby confirm that I accept the above offer with all its terms and conditions of employment.*

Name & Signature of the candidate with date of acceptance



## KUVIRA CYBERNETICS

No.1/86, Kattupadi Cross Road  
Near Vellore, Vellore  
TamilNadu - 632 011

Dated: 14 July, 2020

### LETTER OF APPOINTMENT

Dear Ms. Dhanisha Banu A

It is our pleasure to offer you an appointment as a Software Programmer.

Your appointment will be effective from August 18, 2020.

As agreed and accepted by you, your Gross Annual Consultation Charges/Professional Fees, inclusive of all the benefits, will be INR 1, 68,000 /- (One Lakh Sixty Eight Thousand Rupees only).

The applicable taxes will be deducted at source both under the State and Central Acts.

We will appreciate your immediate submission of self attested Xerox copies of the required documents with relevant originals to be returned after verification.

Please confirm your acceptance of this offer by signing the duplicate copy of this letter and return the same for our records either through a return email or by post/courier.

We will be glad to be of assistance to you on any questions/clarifications on this letter. We look forward to working with you.

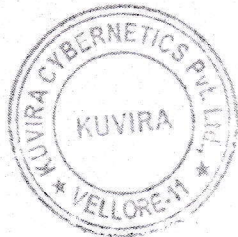
Thanking you

Sincerely,

For Kuvira Cybernetics Pvt. Ltd.,

Arulbabu Donbosco  
CEO and Director

Email: kuviracybernetics@gmail.com



**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M. ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
THINNIAKAL, P.O. 632 021, KALLAKURICHI DIST.

# Ignited Minds Solutions



DATE: 03-08-2020

To,  
INFANTA QUEEN T  
3/847, B-9 Murugankovil Street, Bharathi Nagar-WT,  
Paramakudi-623703, Ramanathapuram

## APPOINTMENT LETTER

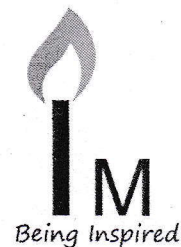
Dear Ms. INFANTA QUEEN T,

This has reference to your application and the subsequent discussions you had with us.

1. **Position:** You are being appointed as “**Trainee, Developer**”.
2. You will initially be based at **Puducherry**.
3. Your appointment is subject to your being medically fit at all times.
4. **Compensation and Benefits:** You will receive compensation of **1,80,000/-** per annum as outlined in the attached sheet. Income Tax or any other statutory deductions will be done at source. You will receive a performance based variable incentive that will be discretionary & based strictly on performance. You will be eligible for leave and other such benefits in accordance with the Company’s rules and regulations. The perquisites applicable to your grade are subject to alteration and amendment, and you will be entitled to the same as per the rules of the company.
5. **Posting & Transfer:** Your place of work, in the first instant, is as indicated above. However, you can be transferred temporarily or permanently for duty anywhere in India, depending upon the needs of the organization. Your service may be transferred to any office of the Company or its associate organizations in India or abroad depending upon the exigencies of work. You will be governed by the transfer rules prevailing in the company at any given point of time.
6. **Probation:** You will be on probation for a period of 6 months, from your date of joining, after which your performance will be appraised. You will be confirmed in your appointment in writing on successful completion of the said probationary period. It may get extended by further period of 6 months if your performance is not found satisfactory. If no confirmation is made in writing at the end of the probationary


Dr.R.GURUMANTI, M.E, Ph.D, M.B.A, M.ISTE, F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

# Ignited Minds Solutions

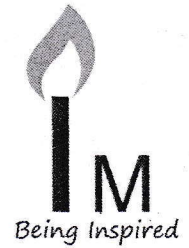


period, it will be deemed to have been extended until the company confirms you in writing.

7. During the probation period either party may terminate this agreement by giving 15 days notice or salary in lieu thereof is given.
8. **Notice period:** After confirmation, either party, by stating their intention to do so, in writing may terminate this employment at any time, provided that at least 1 months' notice or salary in lieu thereof is given.
9. However, in the event of your being guilty of misconduct or inattention or negligence in the discharge of your duties or in the conduct of the Company's business, or such misdemeanor which is likely to affect, or affects the reputation of the Company's working or of any breach of the terms and conditions herein, the Company reserves its right to terminate your services at any given point of time, with immediate effect, without any compensation or notice.
10. **Retirement Age:** You will retire from the services of the Company on attaining the age of 58 years.
11. You will treat matters pertaining to the Company's business interests with utmost confidentiality and such confidentiality has to be maintained during your employment with the Company and thereafter.
12. 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.
13. You will undertake, that while in the employment of the Company, and for a period of 12 months after separation from the Company, for any reason whatsoever, you will:
  - I. Keep confidential and not disclose to any unauthorized persons
    - (a) All Company information, business and financial interests,
    - (b) Company intelligence, consisting of sensitive research, either acquired or in the process of being carried out
    - (c) Technical capability and

  
Dr. R. GURURAJAN, M.E., Ph.D., M.B.A., M.I.S.T.E., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

# Ignited Minds Solutions



- (d) Commercial intelligence disclosed to you and/ or acquired by you in the course of your employment
- II. Not employ, use and/ or engage the confidential information for any purposes other than the business of the Company and only during the course of your employment with the Company.
  - III. Not seek or obtain employment or consultancy directly or indirectly with any other Company entity/ organization or their associates/ affiliates, which is in competition with Subhkam Group.
  - IV. Solicit or endeavor to entice any employee or person involved, directly or indirectly, from any of the Company's operations.
14. You are employed in the Company full time. You will not be employed by any other Company or offer your services with or without pay to any physical person, legal entity or public authority or to be occupied in your own business without the prior written permission of the Company.
15. Amendments to the above terms and conditions, if any will be made in writing.
16. Please sign and return the duplicate copy of this letter of appointment (initialing each page) as a token of your having accepted the above terms and conditions.

Wish you all the very best in your new assignment.

Thanking You.

Yours faithfully  
For Ignited Minds Solutions

(CEO)

Accepted

Signature & date

*Gurumani*  
Dr. R. GURUMANI, M.E., P.H.D., M.B.A., M.I.S.T.E., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.



# Hailstone Technology

Step into the world of innovation

Date: 02-03-2020

To

Ms.KAVYA K

Bachelor of Engineering (Computer science and engineering)

Idhaya Engineering College for Women,

Chinnasalem, Tamil Nadu 606201,

Dear Ms.KAVYA,

We are pleased to confirm that after careful consideration, we have decided to appoint you as "Software Engineer" with us on the following lines.

Your position with our organization will be "PHP Developer", and you will be expected to join the duty on 06-04-2020.

Your salary will be Rs.12000/- (CTC) (Rupees Twelve Thousand only) per month inclusive of all allowances, the Company reserves the right to revise the salary, as it deems necessary.

As an Employee, you will be expected to abide by Company rules and policies. You may not disclose confidential Company information to unauthorized third parties, and at no time may you disclose confidential information of a former employer/s to the company. You will need to submit all your qualification documents, relieving documents with a copy of each, on the date of joining.

By signing this letter of offer of employment, copy of which you will return to us, you accept the general terms specified in this letter, the compensation package and employment with Hailstone Technology. Please indicate your probable date of joining us. This offer is open for your joining Hailstone Technology till 31-05-2020.

We take this opportunity to welcome you to Hailstone Technology and we are confident that you will have a rewarding career with us.

## For Hailstone Technology

Authorized Signatory

Vignesh C

(Managing

Director)



Accepted by

Name

#76, Bharathiyar Road, Papanayakan Palayam, Coimbatore-641037. Mobile: +91 8056429903.

www.hailstonetechnology.in, E-mail: info@hailstonetechnology.in

Dr.R.GURUMANI, M.E., Ph.D., M.B.A., MISTE., F.I.E.  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201. KALLAKURICHI DT.

Dated: 8 July, 2020

Mangayar Karasi R M  
T.S.No 4464 East 4 th street,  
Pudhukottai - 622 301

## LETTER OF APPOINTMENT

Dear Ms. Mangayar Karasi R M

It is our pleasure to offer you an appointment as a Designer with Mecniques., Coimbatore to fulfill an assignment as Designer.

Your appointment will be effective from Monday, August 5, 2020.

As agreed and accepted by you, your Gross Annual Consultation Charges/Professional Fees, inclusive of all the benefits, will be INR 1, 20, 000 /- (One Lakh Twenty Thousand Rupees only).

The applicable taxes will be deducted at source both under the State and Central Acts.

We will appreciate your immediate submission of self attested Xerox copies of the required documents with relevant originals to be returned after verification

This appointment is liable to be terminated by either party giving a notice in writing for 30 days in lieu thereof subject to the acceptance of management. Your service is also liable to be terminated on adverse performance report from the client. In such case, the payment of any consequential benefits including payment of Consultation Charges/professional fees will be entirely governed by the inputs or decision from our Client.

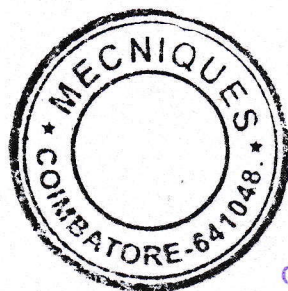
Please confirm your acceptance of this offer by signing the duplicate copy of this letter and return the same for our records either through a return email or by post/courier.

We will be glad to be of assistance to you on any questions/clarifications on this letter.

We look forward to working with you.

For Mecniques

Authorized Signatory



*Mec*  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., MISTE, M.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

Acceptance Letter

Signature

#27-4, Villankurichi Road, Kalapatti, Coimbatore-641 048

E-mail: [infomecniques@gmail.com](mailto:infomecniques@gmail.com), +91 8190091423

[www.mecniques.com](http://www.mecniques.com)





IAS

Innovative Academy For Students

February 11, 2020

Ms Manimozhi  
manimozhisubaramani88@gmail.com

Dear Manimozhi,

Further to our interactions with you, we are pleased to offer you the position of Associate - Training with the Aptitude Practice at Innovative Academy for Students (mostly referred as IAS).


Your joining date is Monday, March 02, 2020. Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to IAS and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of Rs.10000/- out of which Rs.8000/- will be fixed and Rs.2000/- will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an Associate - Training with an Annual CTC of Rs.300000/-. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer, by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.I.S.T.E., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHUNNASALEM-606 201, KALLAKURICHI DT.



IAS

Innovative Academy For Students

Annexure I: Compensation Structure			
Name	Ms. Manimozhi	Position & Department	Associate - Training
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		100000
2	House Rent Allowance		40000
3	Medical Allowance		15000
4	Conveyance Allowance		19200
5	Special Allowance		54200
6	Provident Fund (Employer Contribution)		21600
<b>Total Fixed Pay per annum</b>			<b>250000</b>
<b>Annual Performance Linked Pay (Maximum)</b>			<b>50000</b>
<b>Total Cost to Company</b>			<b>300000</b>

**Notes: \*Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.**

**\*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.**

Thank you  
Yours sincerely

Manigandan R  
Founder – IAS  
**R. MANIGANDAN**  
Founder

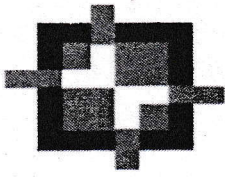
Innovative Academy for Students (IAS)  
Ambattur, Chennai - 600 058.

Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.  
**ACCEPTANCE OF OFFER**

*I hereby confirm that I accept the above offer with all its terms and conditions of employment.*

11/2/2020

Name & Signature of the candidate with date of acceptance



**Caliber**

*One goal. One passion.*

**3<sup>rd</sup> August 2020**

**MARIE SMILEIN A,**

57 VOC Street, Chithambaram,

Cuddalore (DT) - 608001.


**RE: APPOINTMENT LETTER**

With reference to your application and the subsequent interview/s you had with us, we are pleased to offer you an assignment in our organization. You will be appointed as a **“Trainee - Embedded Engineer”** in **Caliber Virtual Technologies.** at our **Salem Office,** on the terms and conditions stipulated herein.

You are required to report on duty and join the company not later than **12th August 2020.** You will be on the probation period for the first 3 months and will be confirmed on successful evaluation at the end of this period. You will be working with us as a Permanent Employee. During the working period you will be offered a salary of **Rs.12,000 per month.** The detailed appointment letter will be given to on joining duty. Also, kindly submit the following at the time of joining:

- a) Recent Passport size photo- 4 Nos, b) Copies of your educational certificates,
- C) Offer letter.

Please sign the enclosed copy of this letter and return it to us in order to indicate your acceptance of this offer. We are confident that you will be able to make a significant contribution to the success of our concern and look forward to work with you.



With Best Regards,

Vimaladevi.M, HR Manager.

**CALIBER VIRTUAL TECHNOLOGIES**  
**502-3 ANGAMMAL COLONY ,**  
**BEHIND NEW BUS STAND,**  
**SALEM - 636 009.**

502-3, Angammal colony, Behind New bus stand, Salem – 636009. [www.calibertech.net](http://www.calibertech.net), Ph: 7708954811/7867014811.

  
**Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT.**

# Ignited Minds Solutions



DATE: 03-08-2020

To,  
MONIKHA S  
Esanthai kattukottai, Pethanur (post),  
Kallakurichi (TK), Villupuram (DT), Pin:606201

## APPOINTMENT LETTER

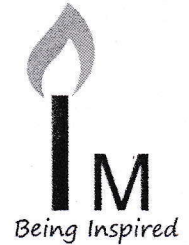
Dear Ms. MONIKHA S,

This has reference to your application and the subsequent discussions you had with us.

1. **Position:** You are being appointed as “**Trainee, Developer**”.
2. You will initially be based at **Puducherry**.
3. Your appointment is subject to your being medically fit at all times.
4. **Compensation and Benefits:** You will receive compensation of **1,44,000/-** per annum as outlined in the attached sheet. Income Tax or any other statutory deductions will be done at source. You will receive a performance based variable incentive that will be discretionary & based strictly on performance. You will be eligible for leave and other such benefits in accordance with the Company's rules and regulations. The perquisites applicable to your grade are subject to alteration and amendment, and you will be entitled to the same as per the rules of the company.
5. **Posting & Transfer:** Your place of work, in the first instant, is as indicated above. However, you can be transferred temporarily or permanently for duty anywhere in India, depending upon the needs of the organization. Your service may be transferred to any office of the Company or its associate organizations in India or abroad depending upon the exigencies of work. You will be governed by the transfer rules prevailing in the company at any given point of time.
6. **Probation:** You will be on probation for a period of 6 months, from your date of joining, after which your performance will be appraised. You will be confirmed in your appointment in writing on successful completion of the said probationary period. It may get extended by further period of 6 months if your performance is not found satisfactory. If no confirmation is made in writing at the end of the probationary

*Mentor*  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201. KALLAKURICHI DT.

# Ignited Minds Solutions

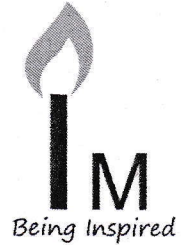


period, it will be deemed to have been extended until the company confirms you in writing.

7. During the probation period either party may terminate this agreement by giving 15 days notice or salary in lieu thereof is given.
8. **Notice period:** After confirmation, either party, by stating their intention to do so, in writing may terminate this employment at any time, provided that at least 1 months' notice or salary in lieu thereof is given.
9. However, in the event of your being guilty of misconduct or inattention or negligence in the discharge of your duties or in the conduct of the Company's business, or such misdemeanor which is likely to affect, or affects the reputation of the Company's working or of any breach of the terms and conditions herein, the Company reserves its right to terminate your services at any given point of time, with immediate effect, without any compensation or notice.
10. **Retirement Age:** You will retire from the services of the Company on attaining the age of 58 years.
11. You will treat matters pertaining to the Company's business interests with utmost confidentiality and such confidentiality has to be maintained during your employment with the Company and thereafter.
12. 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.
13. You will undertake, that while in the employment of the Company, and for a period of 12 months after separation from the Company, for any reason whatsoever, you will:
  - I. *Keep confidential and not disclose to any unauthorized persons*
    - (a) All Company information, business and financial interests,
    - (b) Company intelligence, consisting of sensitive research, either acquired or in the process of being carried out
    - (c) Technical capability and

*new*  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M. ISTE., F.I.E.  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201. KALLAKURICHI DT.

# Ignited Minds Solutions



- (d) Commercial intelligence disclosed to you and/ or acquired by you in the course of your employment
- II. Not employ, use and/ or engage the confidential information for any purposes other than the business of the Company and only during the course of your employment with the Company.
- III. Not seek or obtain employment or consultancy directly or indirectly with any other Company entity/ organization or their associates/ affiliates, which is in competition with Subhkam Group.
- IV. Solicit or endeavor to entice any employee or person involved, directly or indirectly, from any of the Company's operations.
14. You are employed in the Company full time. You will not be employed by any other Company or offer your services with or without pay to any physical person, legal entity or public authority or to be occupied in your own business without the prior written permission of the Company.
15. Amendments to the above terms and conditions, if any will be made in writing.
16. Please sign and return the duplicate copy of this letter of appointment (initialing each page) as a token of your having accepted the above terms and conditions.

Wish you all the very best in your new assignment.

Thanking You.

Yours faithfully  
For Ignited Minds Solutions

(CEO)

Accepted

Signature & date

*Revised*  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.J.S.T.E., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.



# Hailstone Technology

Step into the world of innovation

Date: 02-03-2020

To

Ms.MURUGASELVI R

Bachelor of Engineering (Computer science and engineering)

Idhaya Engineering College for Women,

Chinnasalem, Tamil Nadu 606201,

Dear Ms.MURUGASELVI,

We are pleased to confirm that after careful consideration, we have decided to appoint you as "Software Engineer" with us on the following lines.

Your position with our organization will be "PHP Developer", and you will be expected to join the duty on 06-04-2020.

Your salary will be Rs.12000/- (CTC) (Rupees Twelve Thousand only) per month inclusive of all allowances, the Company reserves the right to revise the salary, as it deems necessary.

As an Employee, you will be expected to abide by Company rules and policies. You may not disclose confidential Company information to unauthorized third parties, and at no time may you disclose confidential information of a former employer/s to the company. You will need to submit all your qualification documents, relieving documents with a copy of each, on the date of joining.

By signing this letter of offer of employment, copy of which you will return to us, you accept the general terms specified in this letter, the compensation package and employment with **Hailstone Technology**. Please indicate your probable date of joining us. This offer is open for your joining **Hailstone Technology** till 31-05-2020.

We take this opportunity to welcome you to **Hailstone Technology** and we are confident that you will have a rewarding career with us.

## For Hailstone Technology

Authorized Signatory

Vignesh C

(Managing

Director)



Accepted by

Name

#76, Bharathiyar Road, Papanayakan Palayam, Coimbatore-641037. Mobile: +91 8056429903.

www.hailstonetechnology.in, E-mail: info@hailstonetechnology.in

Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201. KALLAKURICHI DT.



## KUVIRA CYBERNETICS

No.1/86, Kattupadi Cross Road  
Near Vellore, Vellore  
TamilNadu - 632 011

Dated: 14 July, 2020

### LETTER OF APPOINTMENT

Dear Ms. Presilla Kanimozhi A

It is our pleasure to offer you an appointment as a Software Programmer.

Your appointment will be effective from August 18, 2020.

As agreed and accepted by you, your Gross Annual Consultation Charges/Professional Fees, inclusive of all the benefits, will be INR 1, 68,000 /- (One Lakh Sixty Eight Thousand Rupees only).

The applicable taxes will be deducted at source both under the State and Central Acts.

We will appreciate your immediate submission of self attested Xerox copies of the required documents with relevant originals to be returned after verification.

Please confirm your acceptance of this offer by signing the duplicate copy of this letter and return the same for our records either through a return email or by post/courier.

We will be glad to be of assistance to you on any questions/clarifications on this letter. We look forward to working with you.

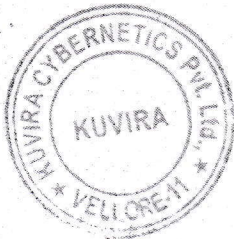
Thanking you

Sincerely,

For Kuvira Cybernetics Pvt. Ltd.,

Arulbabu Donbosco  
CEO and Director

Email: kuviracybernetics@gmail.com



**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT.**



# Ignited Minds Solutions



DATE: 03-08-2020

To,  
RAMYA M  
291, South (S.T), Vadadhorasalur,  
Kallakurichi (TK), Villupuram (DT), Pin: 606206

## APPOINTMENT LETTER

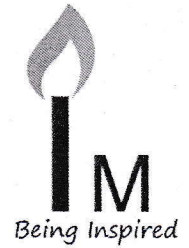
Dear Ms. RAMYA M,

This has reference to your application and the subsequent discussions you had with us.

1. **Position:** You are being appointed as “**Trainee, Developer**”.
2. You will initially be based at **Puducherry**.
3. Your appointment is subject to your being medically fit at all times.
4. **Compensation and Benefits:** You will receive compensation of **1,44,000/-** per annum as outlined in the attached sheet. Income Tax or any other statutory deductions will be done at source. You will receive a performance based variable incentive that will be discretionary & based strictly on performance. You will be eligible for leave and other such benefits in accordance with the Company’s rules and regulations. The perquisites applicable to your grade are subject to alteration and amendment, and you will be entitled to the same as per the rules of the company.
5. **Posting & Transfer:** Your place of work, in the first instant, is as indicated above. However, you can be transferred temporarily or permanently for duty anywhere in India, depending upon the needs of the organization. Your service may be transferred to any office of the Company or its associate organizations in India or abroad depending upon the exigencies of work. You will be governed by the transfer rules prevailing in the company at any given point of time.
6. **Probation:** You will be on probation for a period of 6 months, from your date of joining, after which your performance will be appraised. You will be confirmed in your appointment in writing on successful completion of the said probationary period. It may get extended by further period of 6 months if your performance is not found satisfactory. If no confirmation is made in writing at the end of the probationary

  
Dr. R. GURUMANI, M.E., PH.D., M.B.A., M.I.S.T.E., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

# Ignited Minds Solutions



period, it will be deemed to have been extended until the company confirms you in writing.

7. During the probation period either party may terminate this agreement by giving 15 days notice or salary in lieu thereof is given.
8. **Notice period:** After confirmation, either party, by stating their intention to do so, in writing may terminate this employment at any time, provided that at least 1 months' notice or salary in lieu thereof is given.
9. However, in the event of your being guilty of misconduct or inattention or negligence in the discharge of your duties or in the conduct of the Company's business, or such misdemeanor which is likely to affect, or affects the reputation of the Company's working or of any breach of the terms and conditions herein, the Company reserves its right to terminate your services at any given point of time, with immediate effect, without any compensation or notice.
10. **Retirement Age:** You will retire from the services of the Company on attaining the age of 58 years.
11. You will treat matters pertaining to the Company's business interests with utmost confidentiality and such confidentiality has to be maintained during your employment with the Company and thereafter.
12. 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.
13. You will undertake, that while in the employment of the Company, and for a period of 12 months after separation from the Company, for any reason whatsoever, you will:
  - I. Keep confidential and not disclose to any unauthorized persons
    - (a) All Company information, business and financial interests,
    - (b) Company intelligence, consisting of sensitive research, either acquired or in the process of being carried out
    - (c) Technical capability and

*Mani*  
Dr. R. GURUMANI, M.E., P.H.D., M.B.A., MISTE., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

# Ignited Minds Solutions



- (d) Commercial intelligence disclosed to you and/ or acquired by you in the course of your employment
- II. Not employ, use and/ or engage the confidential information for any purposes other than the business of the Company and only during the course of your employment with the Company.
  - III. Not seek or obtain employment or consultancy directly or indirectly with any other Company entity/ organization or their associates/ affiliates, which is in competition with Subhkam Group.
  - IV. Solicit or endeavor to entice any employee or person involved, directly or indirectly, from any of the Company's operations.
14. You are employed in the Company full time. You will not be employed by any other Company or offer your services with or without pay to any physical person, legal entity or public authority or to be occupied in your own business without the prior written permission of the Company.
15. Amendments to the above terms and conditions, if any will be made in writing.
16. Please sign and return the duplicate copy of this letter of appointment (initialing each page) as a token of your having accepted the above terms and conditions.

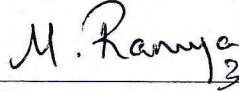
Wish you all the very best in your new assignment.


Thanking You.

Yours faithfully  
For **Ignited Minds Solutions**

(CEO)

Accepted

  
Signature & date 3/8/20

  
Dr. R. GURUMANTI, B.E., P.D., M.B.A., M.I.S.T.E., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.



To

Date: 15.07.2020

M.RANJANI  
2/24,MADHURAVEERAN KOVIL STREET,POOTAL(POST),  
PAVALAM(VIL),  
SANGARAPURAM(TK),  
VILLUPURAM DT.

Dear, M.RANJANI

We are pleased to appoint you as **Software Engineer** in our organization subject to the following terms and conditions: -

1. You will be required to report for duty on 15.07.2020
2. You will be on probation for a period of Three month. On satisfactory completion of the probationary period you will be confirmed. During probationary period your service can be terminated without notice.
3. During the period of employment you will be paid a consolidated salary of Rs. 15,000 per month.
4. The salary will be reviewed once in a year and no intermittent revision will be considered except under special circumstances.
5. You will work under the Supervision of the undersigned and have to take the responsibilities assigned from time to time.
6. The working hours of the company is between 9.00 AM to 6.00 PM and your working hours will be eight to nine hours per day and you will have flexible lunch break of 60 minutes. Sunday is weekly holiday.
7. You will be entitled of Festival, Statutory holidays and Annual holidays as per the rules of the company.

*Ramani*  
Dr.R.GURUMANI, M.E, Ph.D., M.B.A., M.ISTE., F.IE.,  
PRINCIPAL  
IDHAYA ENGB. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

**War Room Technologies**

No 5/6, , Mettu Vellalat Street, Kondalampatti, Salem- 636010  
Email: [hrwtsalem@gmail.com](mailto:hrwtsalem@gmail.com)



8. Once you successfully completed the probationary period you have to work with us for minimum 1 Year, after that in the event of your resignation you will have to give 25 days notice or salary in lieu of this. There will be no adjustment against any available leave for the notice period. After the completion of probationary period your service can be terminated with notice period of 25 days.
9. Income Tax deduction is not carried over by the company and candidate has to make necessary arrangement to pay Income Tax applicable if any.


If you are agreeable to the terms and conditions, please sign the duplicate copy of the letter as a token of acceptance.

Thanking You,

Yours faithfully,

For War Room Technologies,

-MD  
M.Karthick

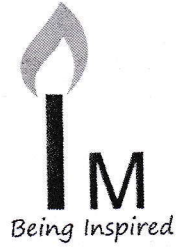
  
Dr. R. GURUMANI, M.E., Ph.D., M.S.A., M.ISTE., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201. KALLAKURICHI DIST.

**War Room Technologies**

---

No 5/6, , Mettu Vellalat Street, Kondalampatti, Salem- 636010  
Email: [hrwtsalem@gmail.com](mailto:hrwtsalem@gmail.com)

# Ignited Minds Solutions



DATE: 03-08-2020

To,  
ROHINI S  
2/171 Vadaku street, Melur (post),  
Kallakurichi (TK),  
Villupuram (DT), Pin:606201

## APPOINTMENT LETTER

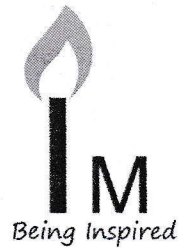
Dear Ms. ROHINI S,

This has reference to your application and the subsequent discussions you had with us.

1. **Position:** You are being appointed as “**Trainee, Developer**”.
2. You will initially be based at **Puducherry**.
3. Your appointment is subject to your being medically fit at all times.
4. **Compensation and Benefits:** You will receive compensation of **1,44,000/-** per annum as outlined in the attached sheet. Income Tax or any other statutory deductions will be done at source. You will receive a performance based variable incentive that will be discretionary & based strictly on performance. You will be eligible for leave and other such benefits in accordance with the Company’s rules and regulations. The perquisites applicable to your grade are subject to alteration and amendment, and you will be entitled to the same as per the rules of the company.
5. **Posting & Transfer:** Your place of work, in the first instant, is as indicated above. However, you can be transferred temporarily or permanently for duty anywhere in India, depending upon the needs of the organization. Your service may be transferred to any office of the Company or its associate organizations in India or abroad depending upon the exigencies of work. You will be governed by the transfer rules prevailing in the company at any given point of time.
6. **Probation:** You will be on probation for a period of 6 months, from your date of joining, after which your performance will be appraised. You will be confirmed in your appointment in writing on successful completion of the said probationary period. It may get extended by further period of 6 months if your performance is not found satisfactory. If no confirmation is made in writing at the end of the probationary


*Mene*  
**Dr.R.GURUMANI, Ph.D., M.B.A., MISTE, FIE.**  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

# Ignited Minds Solutions

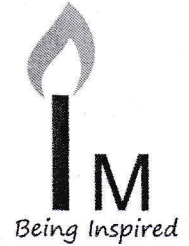


period, it will be deemed to have been extended until the company confirms you in writing.

7. During the probation period either party may terminate this agreement by giving 15 days notice or salary in lieu thereof is given.
8. **Notice period:** After confirmation, either party, by stating their intention to do so, in writing may terminate this employment at any time, provided that at least 1 months' notice or salary in lieu thereof is given.
9. However, in the event of your being guilty of misconduct or inattention or negligence in the discharge of your duties or in the conduct of the Company's business, or such misdemeanor which is likely to affect, or affects the reputation of the Company's working or of any breach of the terms and conditions herein, the Company reserves its right to terminate your services at any given point of time, with immediate effect, without any compensation or notice.
10. **Retirement Age:** You will retire from the services of the Company on attaining the age of 58 years.
11. You will treat matters pertaining to the Company's business interests with utmost confidentiality and such confidentiality has to be maintained during your employment with the Company and thereafter.
12. 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.
13. You will undertake, that while in the employment of the Company, and for a period of 12 months after separation from the Company, for any reason whatsoever, you will:
  - I. Keep confidential and not disclose to any unauthorized persons
    - (a) All Company information, business and financial interests,
    - (b) Company intelligence, consisting of sensitive research, either acquired or in the process of being carried out
    - (c) Technical capability and

  
Dr. R. GURURAMAN, M.E., Ph.D., M.B.A., M.I.S.T.E., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

# Ignited Minds Solutions



- (d) Commercial intelligence disclosed to you and/ or acquired by you in the course of your employment
- II. Not employ, use and/ or engage the confidential information for any purposes other than the business of the Company and only during the course of your employment with the Company.
  - III. Not seek or obtain employment or consultancy directly or indirectly with any other Company entity/ organization or their associates/ affiliates, which is in competition with Subhkam Group.
  - IV. Solicit or endeavor to entice any employee or person involved, directly or indirectly, from any of the Company's operations.
14. You are employed in the Company full time. You will not be employed by any other Company or offer your services with or without pay to any physical person, legal entity or public authority or to be occupied in your own business without the prior written permission of the Company.
15. Amendments to the above terms and conditions, if any will be made in writing.
16. Please sign and return the duplicate copy of this letter of appointment (initialing each page) as a token of your having accepted the above terms and conditions.

Wish you all the very best in your new assignment.

Thanking You.

Yours faithfully  
For **Ignited Minds Solutions**

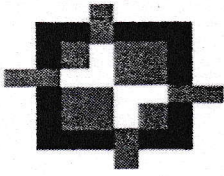
(CEO)

Accepted

Signature & date 11/6/19.

Dr. R. GURUMANI, M.E., P.D., M.B.A., M.I.S.T.E., P.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.





**Caliber**

*One goal. One passion.*

**3<sup>rd</sup> August 2020**

**SAMREEN T,**

2/59, New Street, T.Mavidanthal(PO), Virudhachalam(TK),

Cuddalore (DT) - 606305.

**RE: APPOINTMENT LETTER**

With reference to your application and the subsequent interview/s you had with us, we are pleased to offer you an assignment in our organization. You will be appointed as a **“Trainee - Embedded Engineer”** in **Caliber Virtual Technologies.** at our **Salem Office,** on the terms and conditions stipulated herein.

You are required to report on duty and join the company not later than **12th August 2020.** You will be on the probation period for the first 3 months and will be confirmed on successful evaluation at the end of this period. You will be working with us as a Permanent Employee. During the working period you will be offered a salary of **Rs.12,000 per month.** The detailed appointment letter will be given to on joining duty. Also, kindly submit the following at the time of joining:

- a) Recent Passport size photo- 4 Nos, b) Copies of your educational certificates,
- C) Offer letter.

Please sign the enclosed copy of this letter and return it to us in order to indicate your acceptance of this offer. We are confident that you will be able to make a significant contribution to the success of our concern and look forward to work with you.

*M. Vimaladevi*

With Best Regards,

Vimaladevi.M, HR Manager.

**CALIBER VIRTUAL TECHNOLOGIES**  
502-3 ANGAMMAL COLONY,  
BEHIND NEW BUS STAND,  
SALEM - 636 009.  
*Vimaladevi*  
**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
PRINCIPAL  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
CHINNASALEM-606 201, KALLANGUDI DT.

502-3, Angammal colony, Behind New bus stand, Salem – 636009. [www.calibertech.net](http://www.calibertech.net), Ph: 7708954811/7867014811.



## KUVIRA CYBERNETICS

No.1/86, Kattupadi Cross Road  
Near Vellore, Vellore  
TamilNadu - 632 011

Dated: 14 July, 2020

### LETTER OF APPOINTMENT

Dear Ms. Sandhiya S

It is our pleasure to offer you an appointment as a Web Designer.

Your appointment will be effective from August 18, 2020.

As agreed and accepted by you, your Gross Annual Consultation Charges/Professional Fees, inclusive of all the benefits, will be INR 1, 44,000 /- (One Lakh Forty Four Thousand Rupees only).

The applicable taxes will be deducted at source both under the State and Central Acts.

We will appreciate your immediate submission of self attested Xerox copies of the required documents with relevant originals to be returned after verification.

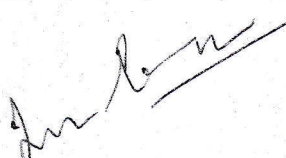
Please confirm your acceptance of this offer by signing the duplicate copy of this letter and return the same for our records either through a return email or by post/courier.

We will be glad to be of assistance to you on any questions/clarifications on this letter. We look forward to working with you.

Thanking you


Sincerely,

For Kuvira Cybernetics Pvt. Ltd.,

  
Arulbabu Donbosco  
CEO and Director

Email: kuviracybernetics@gmail.com



  
**Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT.**



# Hailstone Technology

Step into the world of innovation

Date: 02-03-2020

To

Ms.SIMRAN A

Bachelor of Engineering (Computer science and engineering)

Idhaya Engineering College for Women,

Chinnasalem, Tamil Nadu 606201,

Dear Ms.SIMRAN,

We are pleased to confirm that after careful consideration, we have decided to appoint you as "Software Engineer" with us on the following lines.

Your position with our organization will be "PHP Developer", and you will be expected to join the duty on 06-04-2020.

Your salary will be Rs.12000/-(CTC) (Rupees Twelve Thousand only) per month inclusive of all allowances, the Company reserves the right to revise the salary, as it deems necessary.

As an Employee, you will be expected to abide by Company rules and policies. You may not disclose confidential Company information to unauthorized third parties, and at no time may you disclose confidential information of a former employer/s to the company. You will need to submit all your qualification documents, relieving documents with a copy of each, on the date of joining.

By signing this letter of offer of employment, copy of which you will return to us, you accept the general terms specified in this letter, the compensation package and employment with Hailstone Technology. Please indicate your probable date of joining us. This offer is open for your joining Hailstone Technology till 31-05-2020.

We take this opportunity to welcome you to Hailstone Technology and we are confident that you will have a rewarding career with us.

For Hailstone Technology

Authorized Signatory

Vignesh C

(Managing

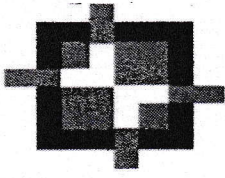
Director)



Dr.R.GURUMANI, M.E., Ph.D. Accepted by, F.I.E.,  
PRINCIPAL Name  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201. KALLAKURICHI DT.

#76, Bharathiyar Road, Papanayakan Palayam, Coimbatore-641037. Mobile: +91 8056429903.

www.hailstonetechnology.in, E-mail: info@hailstonetechnology.in



**Caliber**

*One goal. One passion.*

**3<sup>rd</sup> August 2020**

**SWETHA S,**

770, Indra Nagar, Ulagakathan (PO), Kallakurichi (TK),

Villupuram (DT) - 606213.

**RE: APPOINTMENT LETTER**

With reference to your application and the subsequent interview/s you had with us, we are pleased to offer you an assignment in our organization. You will be appointed as a **“Trainee - Embedded Engineer”** in **Caliber Virtual Technologies.** at our **Salem Office,** on the terms and conditions stipulated herein.

You are required to report on duty and join the company not later than **12th August 2020.** You will be on the probation period for the first 3 months and will be confirmed on successful evaluation at the end of this period. You will be working with us as a Permanent Employee. During the working period you will be offered a salary of **Rs.12,000 per month.** The detailed appointment letter will be given to on joining duty. Also, kindly submit the following at the time of joining:

- a) Recent Passport size photo- 4 Nos,
- b) Copies of your educational certificates,
- C) Offer letter.

Please sign the enclosed copy of this letter and return it to us in order to indicate your acceptance of this offer. We are confident that you will be able to make a significant contribution to the success of our concern and look forward to work with you.

*M. Vimaladevi*

With Best Regards,

Vimaladevi.M, HR Manager

**CALIBER VIRTUAL TECHNOLOGIES**  
502-3 ANGAMMAL COLONY,  
BEHIND NEW BUS STAND,  
SALEM - 636 009.

*M. Vimaladevi*  
**R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM  
KALLAKURICHI DT.

502-3, Angammal colony, Behind New bus stand, Salem - 636009. [www.calibertech.net](http://www.calibertech.net), Ph: 7708954811/7867014811.



# Hailstone Technology

Step into the world of innovation

Date: 02-03-2020

To

Ms.ANBUMAYIL A

Bachelor of Engineering (Electrical and Electronics Engineering)

Idhaya Engineering College for Women,

Chinnasalem, Tamil Nadu 606201,

Dear Ms.ANBUMAYIL,

We are pleased to confirm that after careful consideration, we have decided to appoint you as "Embedded Design Engineer" with us on the following lines.

Your position with our organization will be "Embedded Design Engineer", and you will be expected to join the duty on 06-04-2020.

Your salary will be Rs.12,500/-(CTC) (Rupees Twelve Thousand and Five Hundred only) per month inclusive of all allowances, the Company reserves the right to revise the salary, as it deems necessary.

As an Employee, you will be expected to abide by Company rules and policies. You may not disclose confidential Company information to unauthorized third parties, and at no time may you disclose confidential information of a former employer/s to the company. You will need to submit all your qualification documents, relieving documents with a copy of each, on the date of joining.

By signing this letter of offer of employment, copy of which you will return to us, you accept the general terms specified in this letter, the compensation package and employment with **Hailstone Technology**. Please indicate your probable date of joining us. This offer is open for your joining **Hailstone Technology** till 31-05-2020.

We take this opportunity to welcome you to **Hailstone Technology** and we are confident that you will have a rewarding career with us.

## For Hailstone Technology

Authorized Signatory

Vignesh C

(Managing Director)



Accepted by

Name

#76, Bharathiyar Road, Papanayakan Palayam, Coimbatore-641037. Mobile: +91 8056429903.

www.hailstonetechnology.in, E-mail: info@hailstonetechnology.in

**Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201. KALLAKURICHI DT.**



# Hailstone Technology

Step into the world of innovation

Date: 02-03-2020

To  
Ms.ARUNA C  
Bachelor of Engineering (Electrical and Electronics Engineering)  
Idhaya Engineering College for Women,  
Chinnasalem, Tamil Nadu 606201,

Dear Ms.ARUNA,

We are pleased to confirm that after careful consideration, we have decided to appoint you as "Embedded Design Engineer" with us on the following lines.

Your position with our organization will be "**Embedded Design Engineer**", and you will be expected to join the duty on 06-04-2020.

Your salary will be Rs.12,500/- (CTC) (Rupees Twelve Thousand and Five Hundred only) per month inclusive of all allowances, the Company reserves the right to revise the salary, as it deems necessary.

As an Employee, you will be expected to abide by Company rules and policies. You may not disclose confidential Company information to unauthorized third parties, and at no time may you disclose confidential information of a former employer/s to the company. You will need to submit all your qualification documents, relieving documents with a copy of each, on the date of joining.

By signing this letter of offer of employment, copy of which you will return to us, you accept the general terms specified in this letter, the compensation package and employment with **Hailstone Technology**. Please indicate your probable date of joining us. This offer is open for your joining **Hailstone Technology** till 31-05-2020.

We take this opportunity to welcome you to **Hailstone Technology** and we are confident that you will have a rewarding career with us.

## For Hailstone Technology

Authorized Signatory

Vignesh C

(Managing Director)



Accepted by

Name

#76, Bharathiyar Road, Papanayakan Palayam, Coimbatore-641037. Mobile: +91 8056429903.

www.hailstonetechnology.in, E-mail: info@hailstonetechnology.in

**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.I.S.T.E., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201. KALLAKURICHI DT.**



# SRI VINAYAGA ELECTRICALS

ELECTRICAL ENGINEERS & ELECTRICAL CONTRACTORS,

Govt. Approved TNELB ESB (No.2261) Grade Contractors

VEPPUR CROSS ROAD, CHENNAI – TRICHY MAIN ROAD, CUDDALORE DT – 606 304

Cell:9894535438, 9486929818

Email: [engineerssve@gmail.com](mailto:engineerssve@gmail.com)

01<sup>st</sup> Oct 2020

**Ms. Aruna M**  
**705 Vandisalai street,**  
**Nainarpalayam (Po),**  
**Chinna salem (TK),**  
**Kallakurichi (Dt)-606301**

Dear **Ms. Aruna M**

**Sub: Offer of appointment as Electrical Supervisor**

Further to your application for employment and the interview you had with us, we are pleased to offer you the position of **Electrical Supervisor** in our Company on the terms and conditions discussed and agreed upon.

Your annual compensation package (cost to company, which includes cost towards all relevant statutory compliance) is INR 1,44,000 per annum (INR One Lakh Forty Four Thousand Only)). You are requested to keep your salary details confidential all time.


We would like you to commence your employment with us on **03 November 2020**.

This offer is, of course, made subject to the following conditions:

Our receiving of satisfactory references and background verifications about you.

Please be kind enough to confirm your formal acceptance of this offer by signing and returning the letter or by acceptance of offer/**confirmation mail**.

We would like to welcome you to our team and wish you every success in your career with us.

  
**SRI VINAYAGA ELECTRICALS**  
ELECTRICAL ENGINEERS & ELECTRICAL CONTRACTORS  
TNELB ESB No.2261, Valid upto 13-3-2022  
Prop : K.KRISHNAN B.E.,EEE.,  
C 49393 Valid upto 13-7-2024  
VEPPUR, CUDDALORE DISTRICT-606304.

  
**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M. ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT.**



# SRI VINAYAGA ELECTRICALS

ELECTRICAL ENGINEERS & ELECTRICAL CONTRACTORS,

Govt. Approved TNELB ESB (No.2261) Grade Contractors

VEPPUR CROSS ROAD, CHENNAI – TRICHY MAIN ROAD, CUDDALORE DT – 606 304

Cell:9894535438, 9486929818

Email: [engineerssve@gmail.com](mailto:engineerssve@gmail.com)

01<sup>th</sup> Oct 2020

**Ms. Ashwini A**  
**2-258 B, Arunthathiar Street,**  
**Vadaponparappi (Po),**  
**Sankarapuram (Tk)**  
**Kallakurichi (Dt)-605 702**

Dear **Ms. Ashwini A**

Sub: Offer of appointment as **Electrical Site Engineer**

Further to your application for employment and the interview you had with us, we are pleased to offer you the position of **Electrical Site Engineer** in our Company on the terms and conditions discussed and agreed upon.

Your annual compensation package (cost to company, which includes cost towards all relevant statutory compliance) is INR 1,80,000 per annum (INR One Lakh Eighty Thousand Only). You are requested to keep your salary details confidential all time.

We would like you to commence your employment with us on **03 November 2020**.

This offer is, of course, made subject to the following conditions:

Our receiving of satisfactory references and background verifications about you.

Please be kind enough to confirm your formal acceptance of this offer by signing and returning the letter or by acceptance of offer/**confirmation mail**.

We would like to welcome you to our team and wish you every success in your career with us.

**SRI VINAYAGA ELECTRICALS**  
ELECTRICAL ENGINEERS & ELECTRICAL CONTRACTORS  
TNELB ESB No.2261, Valid upto 13-3-2022  
Prop: K.KRISHNAN B.E.,EEE.,  
C 49393 Valid upto 13-7-2024  
VEPPUR, CUDDALORE DISTRICT-606304.

*R. Gurumani*  
**Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT.**





# Hailstone Technology

Step into the world of innovation

Date: 02-03-2020

To

Ms.BHARATHI K

Bachelor of Engineering (Electrical and Electronics Engineering)

Idhaya Engineering College for Women,

Chinnasalem, Tamil Nadu 606201,

Dear Ms.BHARATHI,

We are pleased to confirm that after careful consideration, we have decided to appoint you as "Embedded Design Engineer" with us on the following lines.

Your position with our organization will be "Embedded Design Engineer", and you will be expected to join the duty on 06-04-2020.

Your salary will be Rs.12,500/-(CTC) (Rupees Twelve Thousand and Five Hundred only) per month inclusive of all allowances, the Company reserves the right to revise the salary, as it deems necessary.

As an Employee, you will be expected to abide by Company rules and policies. You may not disclose confidential Company information to unauthorized third parties, and at no time may you disclose confidential information of a former employer/s to the company. You will need to submit all your qualification documents, relieving documents with a copy of each, on the date of joining.

By signing this letter of offer of employment, copy of which you will return to us, you accept the general terms specified in this letter, the compensation package and employment with **Hailstone Technology**. Please indicate your probable date of joining us. This offer is open for your joining **Hailstone Technology** till 31-05-2020.

We take this opportunity to welcome you to **Hailstone Technology** and we are confident that you will have a rewarding career with us.

## For Hailstone Technology

Authorized Signatory

Vignesh C

(Managing Director)



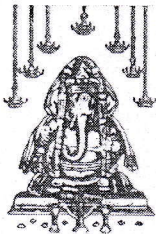
Accepted by

Name

#76, Bharathiyar Road, Papanayakan Palayam, Coimbatore-641037. Mobile: +91 8056429903.

www.hailstonetechnology.in, E-mail: info@hailstonetechnology.in

Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.



☎ : 26358178

# KARPPAGA VINAYAGAR INDUSTRIES

Plot No. 151 & 152, TAAS Industrial Area, Sidco Industrial Estate,  
Ambattur, CHENNAI - 600 098.

Ref : IDHAYA ENGINEERING COLLEGE FOR WOMEN

Mr/Miss : KALAIVANI A

## CONDITIONAL OFFER LETTER

We are based in Chennai, India as "Karppaga Vinayagar Industries"

We are pleased to extend the following offer of employment to you on behalf of **Karppaga Vinayagar Industries**, You have been selected as the best candidate for the Quality Engineer position. Congratulations!

We believe that your knowledge, skills and experience would be an ideal fit for our Quality Assurance team. We hope you will enjoy your role and make a significant contribution to the overall success of **Karppaga Vinayagar Industries**.

Please take the time to review our offer. It includes important details about your compensation, benefits and the terms and conditions of your anticipated employment with **Karppaga Vinayagar Industries**.

### **Position**

We are offering a position for you as Quality Engineer. In this position, you will report to Quality head.

### **Working hours**

This position requiring approximately 8 hours per Day. Your regular weekly schedule will be from Monday to Saturday. Expected hours of work are from 9.00 A.M to 5.30 P.M.

### **Compensation and Salary**

For Quality Engineer position, we are offering a salary of Rs. 1,80,000/- as Annual Remuneration CTC. You will be paid on a Monthly basis.

### **Commencement date**

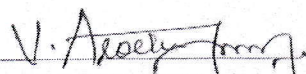
As we discussed, your employment will commence on Or Before 8th July 2020.

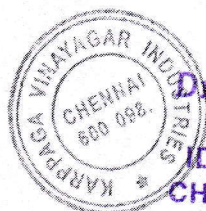
### **At the time of Joining you will be required to furnish:**

1. This Original Conditional Offer Letter Issued to you
2. Copy of provisional certificate
3. 2 copies of proof of identity and proof of address
4. 2 passport size photographs

Please return the enclosed copy of duly signed as a token of your acceptance of the letter.

For and on behalf of the Management of

  
AROCKIA JEROME V  
(Human Resource)



  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201. KALLAKURICHI DT.



# SRI VINAYAGA ELECTRICALS

ELECTRICAL ENGINEERS & ELECTRICAL CONTRACTORS,

Govt. Approved TNELB ESB (No.2261) Grade Contractors

VEPPUR CROSS ROAD, CHENNAI – TRICHY MAIN ROAD, CUDDALORE DT – 606 304

Cell:9894535438, 9486929818

Email: [engineerssve@gmail.com](mailto:engineerssve@gmail.com)

01<sup>st</sup> Oct 2020

**Ms. Mangaiyarkarasi S**  
**62/72 Kavarai street,**  
**Kallakurichi - 606202**

Dear **Ms. Mangaiyarkarasi S**

Sub: Offer of appointment as **Electrical Site Engineer**

Further to your application for employment and the interview you had with us, we are pleased to offer you the position of **Electrical Site Engineer** in our Company on the terms and conditions discussed and agreed upon.

Your annual compensation package (cost to company, which includes cost towards all relevant statutory compliance) is INR 1,80,000 per annum (INR One Lakh Eighty Thousand Only). You are requested to keep your salary details confidential all time.


We would like you to commence your employment with us on **03 November 2020**.


This offer is, of course, made subject to the following conditions:

Our receiving of satisfactory references and background verifications about you.

Please be kind enough to confirm your formal acceptance of this offer by signing and returning the letter or by acceptance of offer/**confirmation mail**.

We would like to welcome you to our team and wish you every success in your career with us.

  
**SRI VINAYAGA ELECTRICALS**  
ELECTRICAL ENGINEERS & ELECTRICAL CONTRACTORS  
TNELB ESB No.2261, Valid upto 13-3-2022  
Prop: K.KRISHNAN B.E.,EEE.,  
C 49393 Valid upto 13-7-2024  
VEPPUR, CUDDALORE DISTRICT-606304.

  
**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT.**



# Hailstone Technology

Step into the world of innovation

Date: 02-03-2020

To  
Ms.NARMATHA K  
Bachelor of Engineering (Electrical and Electronics Engineering)  
Idhaya Engineering College for Women,  
Chinnasalem, Tamil Nadu 606201,

Dear Ms.NARMATHA,

We are pleased to confirm that after careful consideration, we have decided to appoint you as "Embedded Design Engineer" with us on the following lines.

Your position with our organization will be "Embedded Design Engineer", and you will be expected to join the duty on 06-04-2020.

Your salary will be Rs.12,500/-(CTC) (Rupees Twelve Thousand and Five Hundred only) per month inclusive of all allowances, the Company reserves the right to revise the salary, as it deems necessary.

As an Employee, you will be expected to abide by Company rules and policies. You may not disclose confidential Company information to unauthorized third parties, and at no time may you disclose confidential information of a former employer/s to the company. You will need to submit all your qualification documents, relieving documents with a copy of each, on the date of joining.

By signing this letter of offer of employment, copy of which you will return to us, you accept the general terms specified in this letter, the compensation package and employment with **Hailstone Technology**. Please indicate your probable date of joining us. This offer is open for your joining **Hailstone Technology** till 31-05-2020.

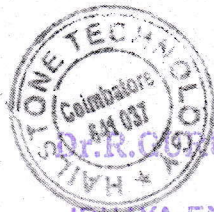
We take this opportunity to welcome you to **Hailstone Technology** and we are confident that you will have a rewarding career with us.

## For Hailstone Technology

Authorized Signatory

Vignesh C

(Managing Director)



*Meenu*  
D.R. G. JUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

Accepted by

Name

#76, Bharathiyar Road, Papanayakan Palayam, Coimbatore-641037. Mobile: +91 8056429903.

www.hailstonetechnology.in, E-mail: info@hailstonetechnology.in



# SRI VINAYAGA ELECTRICALS

ELECTRICAL ENGINEERS & ELECTRICAL CONTRACTORS,

Govt. Approved TNELB ESB (No.2261) Grade Contractors

VEPPUR CROSS ROAD, CHENNAI – TRICHY MAIN ROAD, CUDDALORE DT – 606 304

Cell:9894535438, 9486929818

Email: [engineerssve@gmail.com](mailto:engineerssve@gmail.com)

01<sup>st</sup> Oct 2020

**Ms. Prithiya B**  
**28 Earumanur south street,**  
**Viruthachalam - 607801**

Dear **Ms. Prithiya B**

Sub: Offer of appointment as **Electrical Supervisor**

Further to your application for employment and the interview you had with us, we are pleased to offer you the position of **Electrical Supervisor** in our Company on the terms and conditions discussed and agreed upon.

Your annual compensation package (cost to company, which includes cost towards all relevant statutory compliance) is INR 1,44,,000 per annum (INR One Lakh Forty Four Thousand Only). You are requested to keep your salary details confidential all time.


We would like you to commence your employment with us on **03 November 2020**.


This offer is, of course, made subject to the following conditions:

Our receiving of satisfactory references and background verifications about you.

Please be kind enough to confirm your formal acceptance of this offer by signing and returning the letter or by acceptance of offer/**confirmation mail**.

We would like to welcome you to our team and wish you every success in your career with us.

  
**SRI VINAYAGA ELECTRICALS**  
ELECTRICAL ENGINEERS & ELECTRICAL CONTRACTORS  
TNELB ESB No.2261, Valid upto 13-3-2022  
Prop : K.KRISHNAN B.E.,EEE.,  
C 49393 Valid upto 13-7-2024  
VEPPUR, CUDDALORE DISTRICT-606304.

  
**Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT.**



# Hailstone Technology

Step into the world of innovation

Date: 02-03-2020

To  
Ms.SARANYA S  
Bachelor of Engineering (Electrical and Electronics Engineering)  
Idhaya Engineering College for Women,  
Chinnasalem, Tamil Nadu 606201,

Dear Ms.SARANYA,

We are pleased to confirm that after careful consideration, we have decided to appoint you as "Embedded Design Engineer" with us on the following lines.

Your position with our organization will be "Embedded Design Engineer", and you will be expected to join the duty on 06-04-2020.

Your salary will be Rs.12,500/-(CTC) (Rupees Twelve Thousand and Five Hundred only) per month inclusive of all allowances, the Company reserves the right to revise the salary, as it deems necessary.

As an Employee, you will be expected to abide by Company rules and policies. You may not disclose confidential Company information to unauthorized third parties, and at no time may you disclose confidential information of a former employer/s to the company. You will need to submit all your qualification documents, relieving documents with a copy of each, on the date of joining.

By signing this letter of offer of employment, copy of which you will return to us, you accept the general terms specified in this letter, the compensation package and employment with **Hailstone Technology**. Please indicate your probable date of joining us. This offer is open for your joining **Hailstone Technology** till 31-05-2020.

We take this opportunity to welcome you to **Hailstone Technology** and we are confident that you will have a rewarding career with us.

**For Hailstone Technology**

Authorized Signatory

Vignesh C

(Managing Director)



*Neeraj*  
**Dr.R.GURUMANI, M.E., Ph.D., B.A., M.B.E., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT.**

Accepted by

Name

*S. Saranya*

#76, Bharathiyar Road, Papanayakan Palayam, Coimbatore-641037. Mobile: +91 8056429903.

www.hailstonetechnology.in, E-mail: info@hailstonetechnology.in

**VEI Technologies**  
We Design for future Technologies

---

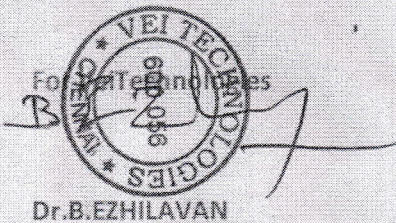
9<sup>th</sup> March 2020

Dear ABARNA K

We are pleased to offer you the post of **System Software Engineer-Trainee** in our organization. The terms and conditions of the offer are as below. You are expected to join on or before **11-June-2020**. Please note that the order is not valid beyond the agreed joining date unless otherwise with your valid reason in written and subject to company's acceptance of your reason in this regard.

- 1. Designation:** System Software Engineer-Trainee
- 2. Compensation:** You are entitled for an annual pay of **Rs.1, 20,000(One Lakhs and Twenty Thousands Only) Per Annum**. The detailed pay structure will be given to you on your date of joining.

We welcome you to Vei Technologies family and look forward for a long and mutually beneficial association



*Guramani*  
**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT**



To  
P.AJITHA  
17,GOVIDHA PATTTER STREET,  
THIYAGADHURUGAM,  
KALLAKURICHI(TK),  
VILLUPURAM(DT)-606206

Date: 15.07.2020


Dear, P.AJITHA

We are pleased to appoint you as **Software Engineer** in our organization subject to the following terms and conditions: -

1. You will be required to report for duty on 15.07.2020
2. You will be on probation for a period of Three month. On satisfactory completion of the probationary period you will be confirmed. During probationary period your service can be terminated without notice.
3. During the period of employment you will be paid a consolidated salary of Rs. 15,000 per month.
4. The salary will be reviewed once in a year and no intermittent revision will be considered except under special circumstances.
5. You will work under the Supervision of the undersigned and have to take the responsibilities assigned from time to time.
6. The working hours of the company is between 9.00 AM to 6.00 PM and your working hours will be eight to nine hours per day and you will have flexible lunch break of 60 minutes. Sunday is weekly holiday.
7. You will be entitled of Festival, Statutory holidays and Annual holidays as per the rules of the company.

**War Room Technologies**

No 5/6, , Mettu Vellalat Street, Kondalampatti, Salem- 636010  
Email: [hrwtsalem@gmail.com](mailto:hrwtsalem@gmail.com)

  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M. ISTE., F.I.E.  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 207, KALLAKURICHI D.



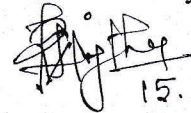


8. Once you successfully completed the probationary period you have to work with us for minimum 1 Year, after that in the event of your resignation you will have to give 25 days notice or salary in lieu of this. There will be no adjustment against any available leave for the notice period. After the completion of probationary period your service can be terminated with notice period of 25 days.
9. Income Tax deduction is not carried over by the company and candidate has to make necessary arrangement to pay Income Tax applicable if any.

If you are agreeable to the terms and conditions, please sign the duplicate copy of the letter as a token of acceptance.

Thanking You,


Yours faithfully,

  
15.7.2020

For War Room Technologies,



-MD  
M.Karthick

  
**Dr. R. GURUMANI**, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

**War Room Technologies**

---

No 5/6, , Mettu Vellalat Street, Kondalampatti, Salem- 636010  
Email: [hrwtsalem@gmail.com](mailto:hrwtsalem@gmail.com)



To

Date: 15.07.2020

A.ANITHA  
3/127,MARIYAMMA  
N KOVIL STREET,  
RADHAPURAM,ERA  
VANGUDI,  
DAYARPALAYAM,A  
RIYALUR

Dear, A.ANITHA

We are pleased to appoint you as **Software Engineer** in our organization subject to the following terms and conditions: -

1. You will be required to report for duty on 15.07.2020
2. You will be on probation for a period of Three month. On satisfactory completion of the probationary period you will be confirmed. During probationary period your service can be terminated without notice.
3. During the period of employment you will be paid a consolidated salary of Rs. 15,000 per month.
4. The salary will be reviewed once in a year and no intermittent revision will be considered except under special circumstances.
5. You will work under the Supervision of the undersigned and have to take the responsibilities assigned from time to time.
6. The working hours of the company is between 9.00 AM to 6.00 PM and your working hours will be eight to nine hours per day and you will have flexible lunch break of 60 minutes. Sunday is weekly holiday.
7. You will be entitled of Festival, Statutory holidays and Annual holidays as per the rules of the company.

War Room Technologies

No 5/6, , Mettu Vellalat Street, Kondalampatti, Salem- 636010  
Email: [hrwtsalem@gmail.com](mailto:hrwtsalem@gmail.com)

*meni*  
Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201. KALLAKURICHI D



8. Once you successfully completed the probationary period you have to work with us for minimum 1 Year, after that in the event of your resignation you will have to give 25 days notice or salary in lieu of this. There will be no adjustment against any available leave for the notice period. After the completion of probationary period your service can be terminated with notice period of 25 days.
9. Income Tax deduction is not carried over by the company and candidate has to make necessary arrangement to pay Income Tax applicable if any.

If you are agreeable to the terms and conditions, please sign the duplicate copy of the letter as a token of acceptance.

Thanking You,

Yours faithfully,

*S. Anthe*

**For War Room Technologies,**

-MD

M.Karthick

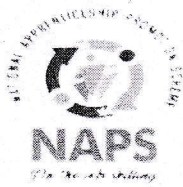
*War*  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201. KALLAKURICHI DT.

**War Room Technologies**

---

No 5/6, , Mettu Vellalat Street, Kondalampatti, Salem- 636010

Email: [hrwtsalem@gmail.com](mailto:hrwtsalem@gmail.com)



## Letter of Intent

Mr/Ms ANJALI DEVI S

We are Pleased to inform you that you got selected for the Position PRODUCTION - TRAINEE

for our client PANASONIC

as a PRODUCTION - TRAINEE your expected DOJ will be on 15-10-2021

You will be paid with the Stipend RS. 14,000/- P.M.

This letter of indent is valid subject to your academic course and experience and by submitting the required documents pertaining to your employment.

We are looking forward to having you rewarding career with us.



Authorized Signature

*Mani*  
**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT**



To

Date: 15.07.2020

A.HANNAH  
53,CHINNA AGRAHARA STREET,  
THANDALAI, KATTUKOTTAI,  
SANKARAPURAM(TK),  
VILLUPURAM(DT)-606202

Dear, A.HANNAH

We are pleased to appoint you as **Software Engineer** in our organization subject to the following terms and conditions: -

1. You will be required to report for duty on 15.07.2020
2. You will be on probation for a period of Three month. On satisfactory completion of the probationary period you will be confirmed. During probationary period your service can be terminated without notice.
3. During the period of employment you will be paid a consolidated salary of Rs. 15,000 per month.
4. The salary will be reviewed once in a year and no intermittent revision will be considered except under special circumstances.
5. You will work under the Supervision of the undersigned and have to take the responsibilities assigned from time to time.
6. The working hours of the company is between 9.00 AM to 6.00 PM and your working hours will be eight to nine hours per day and you will have flexible lunch break of 60 minutes. Sunday is weekly holiday.
7. You will be entitled of Festival, Statutory holidays and Annual holidays as per the rules of the company.

**War Room Technologies**

No 5/6, , Mettu Vellalat Street, Kondalampatti, Salem- 636010  
Email: [hrwtsalem@gmail.com](mailto:hrwtsalem@gmail.com)

*Principi*  
Dr.R.GURUMANI, M.E., P.D., M.B.A., M.I.S.T.E., F.I.E.,  
PRINCIPAL  
KANYA ENGG COLLEGE FOR WOMEN  
KANNASALEM-606 201, KALLARUICHIDT.



8. Once you successfully completed the probationary period you have to work with us for minimum 1 Year, after that in the event of your resignation you will have to give 25 days notice or salary in lieu of this. There will be no adjustment against any available leave for the notice period. After the completion of probationary period your service can be terminated with notice period of 25 days.
9. Income Tax deduction is not carried over by the company and candidate has to make necessary arrangement to pay Income Tax applicable if any.

If you are agreeable to the terms and conditions, please sign the duplicate copy of the letter as a token of acceptance.

Thanking You,

Yours faithfully,

*[Handwritten Signature]*  
15/7/20

For War Room Technologies,

-MD  
M.Karthick

*[Handwritten Signature]*  
Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

**War Room Technologies**

---

No 5/6, , Mettu Vellalat Street, Kondalampatti, Salem- 636010  
Email: [hrwtsalem@gmail.com](mailto:hrwtsalem@gmail.com)

**VEI Technologies**  
We Design for future Technologies

---

9<sup>th</sup> March 2020

Dear KAVIYA R

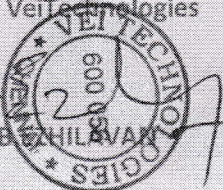
We are pleased to offer you the post of **System Software Engineer-Trainee** in our organization. The terms and conditions of the offer are as below. You are expected to join on or before **11-June-2020**. Please note that the order is not valid beyond the agreed joining date unless otherwise with your valid reason in written and subject to company's acceptance of your reason in this regard.

- 1. Designation:** System Software Engineer-Trainee
- 2. Compensation:** You are entitled for an annual pay of **Rs.1, 20,000(One Lakhs and Twenty Thousands Only) Per Annum**. The detailed pay structure will be given to you on your date of joining.

We welcome you to Vei Technologies family and look forward for a long and mutually beneficial association

For Vei Technologies

B-2  
Dr. B. SHILAVAN



*Ramani*  
**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT.**



## KUVIRA CYBERNETICS

No.1/86, Kattupadi Cross Road  
Near Vellore, Vellore  
TamilNadu - 632 011

Dated: 14 July, 2020

### LETTER OF APPOINTMENT

Dear Ms.Maheswari P

It is our pleasure to offer you an appointment as an Embedded Design Engineer.

Your appointment will be effective from August 18, 2020.

As agreed and accepted by you, your Gross Annual Consultation Charges/Professional Fees, inclusive of all the benefits, will be INR 1, 44,000 /- (One Lakh Forty Four Thousand Rupees only).

The applicable taxes will be deducted at source both under the State and Central Acts.

We will appreciate your immediate submission of self attested Xerox copies of the required documents with relevant originals to be returned after verification.

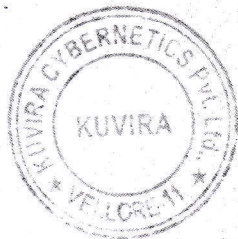
Please confirm your acceptance of this offer by signing the duplicate copy of this letter and return the same for our records either through a return email or by post/courier.

We will be glad to be of assistance to you on any questions/clarifications on this letter. We look forward to working with you.

Thanking you

Sincerely,

For Kuvira Cybernetics Pvt. Ltd.,



Arulbabu Donbosco

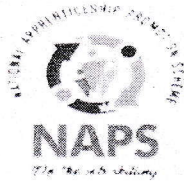
CEO and Director

Email: kuviracybernetics@gmail.com

Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,  
PRINCIPAL

IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.





## Letter of Intent

Mr/Ms MERLIN JOYANA G

09. 09. 2021.

We are Pleased to inform you that you got selected for the Position PRODUCTION - TRAINEE

for our client PANASONIC

as a PRODUCTION - TRAINEE your expected DOJ will be on 15-10-2021

You will be paid with the Stipend RS- 14,000/- P.M.

This letter of indent is valid subject to your academic course and experience and by submitting the required documents pertaining to your employment.

We are looking forward to having you rewarding career with us.



Authorized Signature

*M. R. Gurumani*  
**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT.**



# Hailstone Technology

Step into the world of innovation

Date: 02-03-2020

To  
Ms. MONISHA M  
Bachelor of Engineering (Electronics and Communication Engineering)  
Idhaya Engineering College for Women,  
Chinnasalem, Tamil Nadu 606201,

Dear Ms. MONISHA,

We are pleased to confirm that after careful consideration, we have decided to appoint you as "Embedded Design Engineer" with us on the following lines.

Your position with our organization will be "Embedded Design Engineer" and you will be expected to join the duty on 06-04-2020.

Your salary will be Rs.12,500/-(CTC) (Rupees Twelve Thousand and Five Hundred only) per month inclusive of all allowances, the Company reserves the right to revise the salary, as it deems necessary.

As an Employee, you will be expected to abide by Company rules and policies. You may not disclose confidential Company information to unauthorized third parties, and at no time may you disclose confidential information of a former employer/s to the company. You will need to submit all your qualification documents, relieving documents with a copy of each, on the date of joining.

By signing this letter of offer of employment, copy of which you will return to us, you accept the general terms specified in this letter, the compensation package and employment with **Hailstone Technology**. Please indicate your probable date of joining us. This offer is open for your joining Hailstone Technology till 31-05-2020.

We take this opportunity to welcome you to **Hailstone Technology** and we are confident that you will have a rewarding career with us.

## For Hailstone Technology

Authorized Signatory

Vignesh C

(Managing Director)



Accepted by  
Name

#76, Bharathiyar Road, PapanayakanPalayam, Coimbatore-641037. Mobile: +91 8056429903.

www.hailstonetechnology.in, E-mail: info@hailstonetechnology.in

*Manu*  
**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M. ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201. KALLAKURICHI DT.**



# Hailstone Technology

Step into the world of innovation

Date: 02-03-2020

To

Ms.NAVEENA A

Bachelor of Engineering (Electronics and Communication Engineering)

Idhaya Engineering College for Women,

Chinnasalem, Tamil Nadu 606201,

Dear Ms.NAVEENA,

We are pleased to confirm that after careful consideration, we have decided to appoint you as "Embedded Design Engineer" with us on the following lines.

Your position with our organization will be "Embedded Design Engineer" and you will be expected to join the duty on 06-04-2020.

Your salary will be Rs.12,500/- (CTC) (Rupees Twelve Thousand and Five Hundred only) per month inclusive of all allowances, the Company reserves the right to revise the salary, as it deems necessary.

As an Employee, you will be expected to abide by Company rules and policies. You may not disclose confidential Company information to unauthorized third parties, and at no time may you disclose confidential information of a former employer/s to the company. You will need to submit all your qualification documents, relieving documents with a copy of each, on the date of joining.

By signing this letter of offer of employment, copy of which you will return to us, you accept the general terms specified in this letter, the compensation package and employment with Hailstone Technology. Please indicate your probable date of joining us. This offer is open for your joining Hailstone Technology till 31-05-2020.

We take this opportunity to welcome you to Hailstone Technology and we are confident that you will have a rewarding career with us.

## For Hailstone Technology

Authorized Signatory

Vignesh C

(Managing Director)



Accepted by

Name

#76, Bharathiyar Road, Papanayakan Palayam, Coimbatore-641037. Mobile: +91 8056429903.

www.hailstonetechnology.in, E-mail: info@hailstonetechnology.in

Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

30<sup>th</sup> Jun 2020

Ms. Nivetha D,  
4/27 Murugankoil street,  
Kupanatham (post),  
Virthachalam (TK),  
Cuddalore (DT)-606 001

Dear Ms. Nivetha,

Sub: Offer of appointment as **Software Developer**

Further to your application for employment and the interview you had with us, we are pleased to offer you the position of **Software Developer** in our Company on the terms and conditions discussed and agreed upon.

Your annual compensation package (cost to company, which includes cost towards all relevant statutory compliance) is INR 280,000 per annum (INR Two Lakhs Eighty Thousand only). You are requested to keep your salary details confidential all time.

We would like you to commence your employment with us on **01 August 2020**.

This offer is, of course, made subject to the following conditions:

Our receiving of satisfactory references and background verifications about you.

Please be kind enough to confirm your formal acceptance of this offer by signing and returning the letter or by acceptance of offer/**confirmation mail**.

We would like to welcome you to our team and wish you every success in your career with us.

For REDCASO SOLUTIONS PVT LTD.,

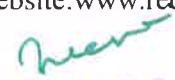


PRASANNA YOGESH  
CEO

\*\*This Offer Letter will be valid once you have signed the Appointment Letter on your Date of Joining.

Redcaso Solutions (P) Ltd.

2nd Floor, S.A.L Square, No: 15, Dr Rajendra Prasad Road, Hasthinapuram, Chrompet,  
Chennai – 600044. Tel:+91-6383282612, Email:hr@redcaso.com, Website:www.redcaso.com

  
Dr. R. GURUMANI, M.E., Ph.D., M.B.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.



## Letter of Intent

Mr/Ms RADHIKA V

09.09.2021.

We are Pleased to inform you that you got selected for the Position PRODUCTION - TRAINEE

for our client PANASONIC

as a PRODUCTION - TRAINEE your expected DOJ will be on 15-10-2021

You will be paid with the Stipend RS. 14,000 / - P.M.

This letter of indent is valid subject to your academic course and experience and by submitting the required documents pertaining to your employment.

We are looking forward to having you rewarding career with us.



Authorized Signature

*Neeraj*  
**Dr.R.GURUMANI, M.E., Ph.D., M.B.A., MISTE., F.I.C.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT.**

**TVS ES**

TVS Educational Society

Date: 12/07/2021

Ms Rajpriya L  
D/O Loganathan M  
9/262 Adhitya Nagar Govinda Agarharam  
Begapalli Post Hosur Tk  
Krishnagiri Dt - 635109.


Trainee ID: N119324

Dear Rajpriya L

**NEEM Trainee Contract Letter**

We are pleased to engage you as **NEEM Trainee** subject to the following terms and conditions:

1. The period of training shall be **Thirty Six** months with start date **12/07/2021** and end date **11/07/2024**.
2. It shall not be obligatory on our part or of the Establishment / Company wherein you will undergo the on the job training to offer any employment to you during or on successful completion of your training period. As a **NEEM Trainee** undergoing training in the establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to you or in relation to you and your on the job training shall be solely governed by the provisions of All India Council for Technical Educational [National Employability Enhancement Mission (NEEM)] Regulations 2017.
3. You shall be given on the job training with **Falvey Transport Rail Technologies India Ltd, Hosur** for the above mentioned period. You will be imparted training in shifts according to normal hours of work of the establishment to which you are attached for training.
4. During the tenure of your training, you shall abide by the rules and regulations from time to time as intimated to you by us and / or the Establishment wherein you will undergo on the job training including but not limited to all matters of conduct, discipline and safety and carry out all lawful orders of the establishment.
5. As **NEEM Trainee** you shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
6. As **NEEM Trainee** you shall maintain a record of your Training during the period of the **NEEM TRAINING** in the proforma given by TVS Educational Society.
7. When the contract of Training is terminated for failure on your part to carry out the terms of contract, you shall refund to TVS Educational Society as cost of training such amount as may be determined by TVS Educational Society. In such event, you shall not be entitled to enter into another contract of training under the National Employability Enhancement Mission (NEEM).

  
...2  
M.E., P.H.D., M.B.A., M.I.S.T.E., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM - 606 204, KALLAKURICHI DT

8. Either party may terminate this contract by issuing 30 Days' Notice in writing or payment thereof.
9. The Contract of Training can be terminated without compensation payment to you:
  - a. If you secure gainful employment (on production of copy of the appointment letter); and
  - b. If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/surgeon attached to any Government Hospital).
10. During the period of Training, you shall be entitled to a Consolidated Stipend of Rs. 18000/- per month. You hereby authorize TVS Educational Society to make all payment required to be made to you either by way of cheque or by directly crediting the amount to your bank account.
11. You will not be entitled to any other emoluments or payments during the period of training.
12. Continuance of payment of stipend shall depend on your satisfactory performance during the training period.
13. TVS Educational Society will formulate a "Training Program" for training the NEEM Trainees and shall make suitable arrangements for facilitating the same.
14. The Stipend for a particular month shall be paid on or before 10th of the following month.
15. Any disagreement or dispute between TVS Educational Society and the NEEM Trainee arising out of the terms and conditions of this Contract or incidental or ancillary thereto, shall be referred to and Governed by the provisions of the terms laid under the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2017.

**ENDORSEMENT**

I hereby confirm the acceptance of the above NEEM Contract letter, on the terms and conditions stipulated therein. I understand and agree that my signing this contract does not constitute employment by TVS Educational Society or any guarantee of employment. Also, I confirm that I am accepting this contract letter after understanding the clauses mentioned above and it will be conclusive proof of my acceptance to this letter.

For TVS Educational Society

Accepted and Agreed

*U. P. J. J.*

Signature & Date  
(Rajpriya L)

Authorised Signatory

*Rajpriya L*

TVS EDUCATIONAL SOCIETY, P.O. BOX NO. 100, CHENNAI - 600 006, TAMILNADU  
 PRINCIPAL  
 IDHAYA ENGG. COLLEGE FOR WOMEN  
 CHINNASALEM-606 201, KALLAKURICHI DT.

30<sup>th</sup> Jun 2020

**Ms. Ruby Mettilda. M,  
256 Mayanursalairaod,  
Sankarapuram (TK),  
Villupuram (DT)-606 402**

Dear **Ms. Ruby Mettilda,**

Sub: Offer of appointment as **Software Developer**

Further to your application for employment and the interview you had with us, we are pleased to offer you the position of **Software Developer** in our Company on the terms and conditions discussed and agreed upon.

Your annual compensation package (cost to company, which includes cost towards all relevant statutory compliance) is INR 280,000 per annum (INR Two Lakhs Eighty Thousand only). You are requested to keep your salary details confidential all time.

We would like you to commence your employment with us on **01 August 2020.**

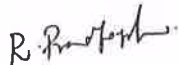
This offer is, of course, made subject to the following conditions:

Our receiving of satisfactory references and background verifications about you.

Please be kind enough to confirm your formal acceptance of this offer by signing and returning the letter or by acceptance of offer/**confirmation mail.**

We would like to welcome you to our team and wish you every success in your career with us.

For **REDCASO SOLUTIONS PVT LTD.,**



**PRASANNA YOGESH  
CEO**

**\*\*This Offer Letter will be valid once you have signed the Appointment Letter on your Date of Joining.**

Redcaso Solutions (P) Ltd.  
2nd Floor, S.A.L Square, No: 15, Dr Rajendra Prasad Road, Hasthinapuram, Chrompet,  
Chennai – 600044. Tel:+91-6383282612, Email:hr@redcaso.com, Website:www.redcaso.com



**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., MISTE., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201. KALLAKURICHI DT.**



# Ignited Minds Solutions



DATE: 03-08-2020

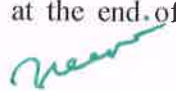
To,  
SIVASANKARI G  
37, AGRAHARA STREET,  
EMAPPER,  
KALLAKURICHI,  
VILLUPURAM-606 202

## APPOINTMENT LETTER

Dear Ms. SIVASANKARI G,

This has reference to your application and the subsequent discussions you had with us.

1. **Position:** You are being appointed as “**Embedded Design Engineer**”.
2. You will initially be based at **Puducherry**.
3. Your appointment is subject to your being medically fit at all times.
4. **Compensation and Benefits:** You will receive compensation of **1,44,000/-** per annum as outlined in the attached sheet. Income Tax or any other statutory deductions will be done at source. You will receive a performance based variable incentive that will be discretionary & based strictly on performance. You will be eligible for leave and other such benefits in accordance with the Company’s rules and regulations. The perquisites applicable to your grade are subject to alteration and amendment, and you will be entitled to the same as per the rules of the company.
5. **Posting & Transfer:** Your place of work, in the first instant, is as indicated above. However, you can be transferred temporarily or permanently for duty anywhere in India, depending upon the needs of the organization. Your service may be transferred to any office of the Company or its associate organizations in India or abroad depending upon the exigencies of work. You will be governed by the transfer rules prevailing in the company at any given point of time.
6. **Probation:** You will be on probation for a period of 6 months, from your date of joining, after which your performance will be appraised. You will be confirmed in your appointment in writing on successful completion of the said probationary period. It may get extended by further period of 6 months if your performance is not found satisfactory. If no confirmation is made in writing at the end of the probationary

  
Dr. R. GURUMANI, M.E. Ph.D. M.B.A. MISTE FIE  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201. KALLAKURICHI DT.

# Ignited Minds Solutions



period, it will be deemed to have been extended until the company confirms you in writing.

7. During the probation period either party may terminate this agreement by giving 15 days notice or salary in lieu thereof is given.
8. **Notice period:** After confirmation, either party, by stating their intention to do so, in writing may terminate this employment at any time, provided that at least 1 months' notice or salary in lieu thereof is given.
9. However, in the event of your being guilty of misconduct or inattention or negligence in the discharge of your duties or in the conduct of the Company's business, or such misdemeanor which is likely to affect, or affects the reputation of the Company's working or of any breach of the terms and conditions herein, the Company reserves its right to terminate your services at any given point of time, with immediate effect, without any compensation or notice.
10. **Retirement Age:** You will retire from the services of the Company on attaining the age of 58 years.
11. You will treat matters pertaining to the Company's business interests with utmost confidentiality and such confidentiality has to be maintained during your employment with the Company and thereafter.
12. 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.
13. You will undertake, that while in the employment of the Company, and for a period of 12 months after separation from the Company, for any reason whatsoever, you will:
  1. Keep confidential and not disclose to any unauthorized persons
    - (a) All Company information, business and financial interests,
    - (b) Company intelligence, consisting of sensitive research, either acquired or in the process of being carried out
    - (c) Technical capability and

*Reson*

J.R.GURUMANI, M.E., Ph.D., M.B.A., M.ITE., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201. KALLAKURICHI DT.

# Ignited Minds Solutions



- (d) Commercial intelligence disclosed to you and/ or acquired by you in the course of your employment
- II. Not employ, use and/ or engage the confidential information for any purposes other than the business of the Company and only during the course of your employment with the Company.
  - III. Not seek or obtain employment or consultancy directly or indirectly with any other Company entity/ organization or their associates/ affiliates, which is in competition with Subhkam Group.
  - IV. Solicit or endeavor to entice any employee or person involved, directly or indirectly, from any of the Company's operations.
14. You are employed in the Company full time. You will not be employed by any other Company or offer your services with or without pay to any physical person, legal entity or public authority or to be occupied in your own business without the prior written permission of the Company.
15. Amendments to the above terms and conditions, if any will be made in writing.
16. Please sign and return the duplicate copy of this letter of appointment (initialing each page) as a token of your having accepted the above terms and conditions.

Wish you all the very best in your new assignment.

Thanking You.

Yours faithfully  
For **Ignited Minds Solutions**

*Maria Poy*

(CEO)

Accepted

*G. Sivasajmi*

Signature & date

*Neeraj*

**M.R.GURUMANI, M.E., Ph.D., M.B.A., M.ITE., F.I.L.**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201. KALLAKURICHI DT.**



# Hailstone Technology

Step into the world of innovation

Date: 02-03-2020

To

Ms.SELSIA S

Bachelor of Engineering (Electronics and Communication Engineering)  
Idhaya Engineering College for Women,  
Chinnasalem, Tamil Nadu 606201,

Dear Ms.SELSIA,

We are pleased to confirm that after careful consideration, we have decided to appoint you as "Embedded Design Engineer" with us on the following lines.

Your position with our organization will be "Embedded Design Engineer" and you will be expected to join the duty on 06-04-2020.

Your salary will be Rs.12,500/-(CTC) (Rupees Twelve Thousand and Five Hundred only) per month inclusive of all allowances, the Company reserves the right to revise the salary, as it deems necessary.

As an Employee, you will be expected to abide by Company rules and policies. You may not disclose confidential Company information to unauthorized third parties, and at no time may you disclose confidential information of a former employer/s to the company. You will need to submit all your qualification documents, relieving documents with a copy of each, on the date of joining.

By signing this letter of offer of employment, copy of which you will return to us, you accept the general terms specified in this letter, the compensation package and employment with **Hailstone Technology**. Please indicate your probable date of joining us. This offer is open for your joining **Hailstone Technology** till 31-05-2020.

We take this opportunity to welcome you to **Hailstone Technology** and we are confident that you will have a rewarding career with us.

## For Hailstone Technology

Authorized Signatory

Vignesh C

(Managing Director)



Accepted by  
Name

#76, Bharathiyar Road, Papanayakan Palayam, Coimbatore-641037. Mobile: +91 8056429903.

www.hailstonetechnology.in, E-mail: info@hailstonetechnology.in

**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT.**



# Hailstone Technology

Step into the world of innovation

Date: 02-03-2020

To

Ms.SHAHIDHA L

Bachelor of Engineering (Electronics and Communication Engineering) Idhaya Engineering College for Women, Chinnasalem, Tamil Nadu 606201,

Dear Ms.SHAHIDHA,

We are pleased to confirm that after careful consideration, we have decided to appoint you as "Embedded Design Engineer" with us on the following lines.

Your position with our organization will be "Embedded Design Engineer" and you will be expected to join the duty on 06-04-2020.

Your salary will be Rs.12,500/-(CTC) (Rupees Twelve Thousand and Five Hundred only) per month inclusive of all allowances, the Company reserves the right to revise the salary, as it deems necessary.

As an Employee, you will be expected to abide by Company rules and policies. You may not disclose confidential Company information to unauthorized third parties, and at no time may you disclose confidential information of a former employer/s to the company. You will need to submit all your qualification documents, relieving documents with a copy of each, on the date of joining.

By signing this letter of offer of employment, copy of which you will return to us, you accept the general terms specified in this letter, the compensation package and employment with **Hailstone Technology**. Please indicate your probable date of joining us. This offer is open for your joining Hailstone Technology till 31-05-2020.

We take this opportunity to welcome you to **Hailstone Technology** and we are confident that you will have a rewarding career with us.

## For Hailstone Technology

Authorized Signatory

Vignesh C

(Managing Director)



Accepted by  
Name

#76, Bharathiyar Road, PapanayakanPalayam, Coimbatore-641037. Mobile: +91 8056429903.

www.hailstonetechnology.in, E-mail: info@hailstonetechnology.in

*new*  
Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,  
PRINCIPAL

IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201. KALLAKURICHI DT.

30<sup>th</sup> Jun 2020

**Ms. Subashini. E,  
Indhira Nagar,  
Brammakundam  
Sankarapuram (TK),  
Villupuram (DT)-605 702**

Dear Ms. Subashini,

Sub: Offer of appointment as **Software Developer**

Further to your application for employment and the interview you had with us, we are pleased to offer you the position of **Software Developer** in our Company on the terms and conditions discussed and agreed upon.

Your annual compensation package (cost to company, which includes cost towards all relevant statutory compliance) is INR 280,000 per annum (INR Two Lakhs Eighty Thousand only). You are requested to keep your salary details confidential all time.

We would like you to commence your employment with us on **01 August 2020**.

This offer is, of course, made subject to the following conditions:

Our receiving of satisfactory references and background verifications about you.

Please be kind enough to confirm your formal acceptance of this offer by signing and returning the letter or by acceptance of offer/**confirmation mail**.

We would like to welcome you to our team and wish you every success in your career with us.

For REDCASO SOLUTIONS PVT LTD.,




**PRASANNA YOGESH  
CEO**

**\*\*This Offer Letter will be valid once you have signed the Appointment Letter on your Date of Joining.**

Redcaso Solutions (P) Ltd.

2nd Floor, S.A.L Square, No: 15, Dr Rajendra Prasad Road, Hasthinapuram, Chrompet,  
Chennai – 600044. Tel:+91-6383282612, Email:hr@redcaso.com, Website:www.redcaso.com

  
**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ITE., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.**

**VEI Technologies**  
We Design for future Technologies

---

9<sup>th</sup> March 2020

Dear SUVITHA V

We are pleased to offer you the post of **System Software Engineer-Trainee** in our organization. The terms and conditions of the offer are as below. You are expected to join on or before **11-June-2020**. Please note that the order is not valid beyond the agreed joining date unless otherwise with your valid reason in written and subject to company's acceptance of your reason in this regard.

- 1. Designation:** System Software Engineer-Trainee
- 2. Compensation:** You are entitled for an annual pay of **Rs.1, 20,000(One Lakhs and Twenty Thousands Only) Per Annum**. The detailed pay structure will be given to you on your date of joining.

We welcome you to Vei Technologies family and look forward for a long and mutually beneficial association



*Ramani*  
**Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ITE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201. KALLAKURICHI DT**



# Hailstone Technology

Step into the world of innovation

Date: 02-03-2020

To

Ms.LEELA ROSLIN

Bachelor of Engineering (Electronics and Communication Engineering)  
Idhaya Engineering College for Women,  
Chinnasalem, Tamil Nadu 606201,

Dear Ms.LEELA ROSLIN,

We are pleased to confirm that after careful consideration, we have decided to appoint you as "Embedded Design Engineer" with us on the following lines.

Your position with our organization will be "Embedded Design Engineer" and you will be expected to join the duty on 06-04-2020.

Your salary will be Rs.12,500/- (CTC) (Rupees Twelve Thousand and Five Hundred only) per month inclusive of all allowances, the Company reserves the right to revise the salary, as it deems necessary.

As an Employee, you will be expected to abide by Company rules and policies. You may not disclose confidential Company information to unauthorized third parties, and at no time may you disclose confidential information of a former employer/s to the company. You will need to submit all your qualification documents, relieving documents with a copy of each, on the date of joining.

By signing this letter of offer of employment, copy of which you will return to us, you accept the general terms specified in this letter, the compensation package and employment with **Hailstone Technology**. Please indicate your probable date of joining us. This offer is open for your joining **Hailstone Technology** till 31-05-2020.

We take this opportunity to welcome you to **Hailstone Technology** and we are confident that you will have a rewarding career with us.

## For Hailstone Technology

Authorized Signatory

Vignesh C

(Managing Director)



Accepted by

Name

#76, Bharathiyar Road, PapanayakanPalayam, Coimbatore-641037. Mobile: +91 8056429903.

www.hailstonetechnology.in, E-mail: info@hailstonetechnology.in

**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201. KALLAKURICHI DT.**





**IAS**

Innovative Academy For Students

**February 11, 2020**

**Ms Anusuya**

**anushya0142@gmail.com**

Dear Anusuya,

Further to our interactions with you, we are pleased to offer you the position of Associate - Training with the Aptitude Practice at Innovative Academy for Students (mostly referred as IAS).


Your joining date is Monday, March 02, 2020. Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to IAS and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of Rs.10000/- out of which Rs.8000/- will be fixed and Rs.2000/- will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an Associate - Training with an Annual CTC of **Rs.300000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer, by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

  
**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.I.S.T.E., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT.**



IAS

Innovative Academy For Students

Annexure I: Compensation Structure			
Name	Ms. Anusuya	Position & Department	Associate - Training
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		100000
2	House Rent Allowance		40000
3	Medical Allowance		15000
4	Conveyance Allowance		19200
5	Special Allowance		54200
6	Provident Fund (Employer Contribution)		21600
<b>Total Fixed Pay per annum</b>			<b>250000</b>
<b>Annual Performance Linked Pay (Maximum)</b>			<b>50000</b>
<b>Total Cost to Company</b>			<b>300000</b>

**Notes:** \*Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

\*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you  
Yours sincerely

Manigandan R  
Founder – IAS

**R. MANIGANDAN**

Founder

Innovative Academy for Students (IAS)  
Ambattur, Chennai - 600 058.

**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M. ISTE., F.I.E.,**  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

**ACCEPTANCE OF OFFER**

*I hereby confirm that I accept the above offer with all its terms and conditions of employment.*

Name & Signature of the candidate with date of acceptance



**IAS**

Innovative Academy For Students

**February 11, 2020**

**Ms Gracynirmala**  
**gracyjulie@gmail.com**

Dear Gracynirmala,

Further to our interactions with you, we are pleased to offer you the position of Associate - Training with the Aptitude Practice at Innovative Academy for Students (mostly referred as IAS).

Your joining date is Monday, March 02, 2020. Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to IAS and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of Rs.10000/- out of which Rs.8000/- will be fixed and Rs.2000/- will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an Associate - Training with an Annual CTC of **Rs.300000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer, by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

*R. Gurumani*  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.I.S.T.E., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.



IAS

Innovative Academy For Students

Annexure I: Compensation Structure			
Name	Ms. Gracynirmala	Position & Department	Associate - Training
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		100000
2	House Rent Allowance		40000
3	Medical Allowance		15000
4	Conveyance Allowance		19200
5	Special Allowance		54200
6	Provident Fund (Employer Contribution)		21600
<b>Total Fixed Pay per annum</b>			<b>250000</b>
<b>Annual Performance Linked Pay (Maximum)</b>			<b>50000</b>
<b>Total Cost to Company</b>			<b>300000</b>

**Notes: \*Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.**

**\*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.**

Thank you

Yours sincerely

Manigandan R  
Founder – IAS

**R. MANIGANDAN**  
Founder

Innovative Academy for Students (IAS)  
Ambattur, Chennai - 600 058.

Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.I.S.T.E., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM, 606 201, KALLAKURICHI, DT

**ACCEPTANCE OF OFFER**

*I hereby confirm that I accept the above offer with all its terms and conditions of employment.*

Name & Signature of the candidate with date of acceptance



IAS

Innovative Academy For Students

February 11, 2020

Ms Priya  
priyarawitn28@gmail.com

Dear Priya,

Further to our interactions with you, we are pleased to offer you the position of Associate - Training with the Aptitude Practice at Innovative Academy for Students (mostly referred as IAS).


Your joining date is Monday, March 02, 2020. Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to IAS and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of Rs.10000/- out of which Rs.8000/- will be fixed and Rs.2000/- will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an Associate - Training with an Annual CTC of Rs.300000/-. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer, by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.I.S.T.E., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-608 201, KALLAKURICHI DT.



IAS

Innovative Academy For Students

Annexure I: Compensation Structure			
Name	Ms. Priya	Position & Department	Associate - Training
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		100000
2	House Rent Allowance		40000
3	Medical Allowance		15000
4	Conveyance Allowance		19200
5	Special Allowance		54200
6	Provident Fund (Employer Contribution)		21600
<b>Total Fixed Pay per annum</b>			<b>250000</b>
<b>Annual Performance Linked Pay (Maximum)</b>			<b>50000</b>
<b>Total Cost to Company</b>			<b>300000</b>

**Notes:** \*Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

\*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you

Yours sincerely

Manigandan R

Founder

**R. MANIGANDAN**  
Founder

Innovative Academy for Students (IAS)

Ambattur, Chennai - 600 058.

**ACCEPTANCE OF OFFER**

*I hereby confirm that I accept the above offer with all its terms and conditions of employment.*

**DR. R. GURUMANI, M.E., Ph.D., M.B.A., M.STR., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT.**

Name & Signature of the candidate with date of acceptance



IAS

Innovative Academy For Students

February 11, 2020

Ms Rajalakshmi

r.rajalakshmi21/08/1998@gmail.com

Dear Rajalakshmi,

Further to our interactions with you, we are pleased to offer you the position of Associate - Training with the Aptitude Practice at Innovative Academy for Students (mostly referred as IAS).

Your joining date is Monday, March 02, 2020. Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to IAS and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of Rs.10000/- out of which Rs.8000/- will be fixed and Rs.2000/- will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an Associate - Training with an Annual CTC of **Rs.300000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer, by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.I.S.T.E., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.



IAS

Innovative Academy For Students

Annexure I: Compensation Structure			
Name	Ms. Rajalakshmi	Position & Department	Associate - Training
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		100000
2	House Rent Allowance		40000
3	Medical Allowance		15000
4	Conveyance Allowance		19200
5	Special Allowance		54200
6	Provident Fund (Employer Contribution)		21600
<b>Total Fixed Pay per annum</b>			<b>250000</b>
<b>Annual Performance Linked Pay (Maximum)</b>			<b>50000</b>
<b>Total Cost to Company</b>			<b>300000</b>

**Notes:** \*Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

\*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.

Thank you

Yours sincerely

Marigandan R

Founder - IAS

**R. MANIGANDAN**

Founder

Innovative Academy for Students (IAS)  
Ambattur, Chennai - 600 058.

**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.JSTE., F.I.E.,**

**PRINCIPAL**

**IDHAYA ENGG. COLLEGE FOR WOMEN**

**CHINNASALEM-606 201, KALLAKURICHI D.T.**

**ACCEPTANCE OF OFFER**

*I hereby confirm that I accept the above offer with all its terms and conditions of employment.*

Name & Signature of the candidate with date of acceptance



VENPA STAFFING SERVICES INDIA PRIVATE LIMITED			
PAYSIP FOR THE MONTH OF Nov 2020			
Employee Name	PERIYANAYAKI T	Period	From 21-OCT-2020 TO 20 NOV-2020
Employee ID	CL0002482	Payable Days	27
EPF NO	101623032826	A Shift	11
ESI No	5131305157	B Shift	0
		C Shift	1
		OT Hours	
LVC 1			
<b>EARNINGS</b>	<b>VALUE</b>	<b>DEDUCTIONS</b>	<b>VALUE</b>
BASIC	6,096.00	EPF	1,397.00
DA	4,471.00	ESI	98.00
ATTEDANCE ALLOWANCE	750.00	CANTEEN	135.00
A Shift	550.00	Other .Ded	
B Shift	225.00	L.W.F	
C Shift	300.00		
OVER TIME AMOUNT	783.00		
OTHER ALL			
<b>TOTAL EARNINGS</b>	<b>13,175.00</b>	<b>TOTAL</b>	<b>1,631.00</b>
<b>NET PAY</b>			<b>11,544.00</b>

**Personal Details :**  
 DOB : 06-06-1999  
 DOJ : 15-07-21  
 Emergency Ct No :  
 Work Location :  
 Blood Group : B+  
 Aadhaar : 75044  
**Office Address**  
 VENPA STAFFINGS SERVICES INDIA (P) LTD.,  
 #211, Cherry Road,  
 Salem - 636 007,  
 Tamilnadu,  
 INDIA.  
**Chennai Office Phone :044-29592535**

if found please return to  
Venpa Staffing Services India (P) Ltd.

[www.venpastaffing.com](http://www.venpastaffing.com)  
 Toll Free : 1800 270 93 93





T. periyamayaki

Authorised Signatory

New

**Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M. ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT**

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED  
PAYSUP FOR THE MONTH OF Dec 2020

Employee Name	SINEGA R		
Employee ID	CL0002476		
EPF NO	01602292537	Period	From 21-NOV-2019 TO 20-DEC-2020
ESI No	5131305170	Payable Days	24
Walalabath Loard Venkateswara HOSTAL 1			
EARNINGS		DEDUCTIONS	
BASIC	VALUE	EPF	VALUE
EA	5,418.00	ES:	1,283.00
ATTENDANCE ALLOWANCE	3,974.00	CANTEEN	111.00
A Shift	750.00	L.V.F	175.00
B Shift	350.00		
C Shift	150.00		
OVER TIME AMOUNT	650.00		
OTHER ALL	4,000.00		
TOTAL EARNINGS	15,192.00	TOTAL DEDUCTIONS	1,457.00
NET PAY		13,635.00	

**Personal Details :**

DOB : 14.06.1999

DOJ : 07.10.2020

Work Location : Sunguvarohathiram



Blood Group :

**Office Address**


VENPA STAFFINGS SERVICES INDIA (P) LTD.,  
#211, Cherry Road,  
2nd Floor, Shop No.3,  
Sai Towers,  
Salem - 636 007,  
Tamilnadu,  
INDIA.

If found please return to  
Venpa Staffing Services India (P) Ltd.

www.venpastaffing.com  
7708299290  
044-29592535

**SINEGA R**  
**CL0002476**



Authorized Signatory

*Sinega*

**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M. ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT.**

Candidate ID: 4415369 /712519,

Date of Joining: 04/08/2021,

Joining Location: Chennai-PCT,

Designation: Analyst,

Dear Dhanusuya' -,


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

1.	Welcome Address
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 Chennai-PCT office, for joining formalities as per the address mentioned below:

**Address**

B-45 & B-46, SIPCOT IT Park,  
Old Mahabalipuram Road, Siruseri, Chennai – 603103, India

  
**Dr.R.GURUMANI**,M.E.,Ph.D.,M.B.A.,M.ISTE.,F.IE.  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201. KALLAKURICHI DT.**  
Page 1 of 23

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
	<p>Employment Documents:</p> <p><u>Current Employment( Immediate Previous)</u></p> <p>a) 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)</p> <p>2. b) Payslips for last 3 months</p> <p>c) Form 16</p> <p>d) Salary Account 6 months Bank Statement</p> <p>e) Letter of appointment/Offer letter from employer which captures start date</p> <p><u>Previous Employment</u></p> <p>Service/Relieving Certificate all employments- Mentioning date of joining ,designation and last working day</p>
3.	<p><u>Education Documents</u></p> <p>a) 10 Marksheet and certificate.</p> <p>b) 12th marksheet and Certificate.</p> <p>c) Graduation Marksheets and certificate/Diploma certificate.</p> <p>d) Post-Graduation Marksheets and degree certificate(If applicable)</p> <p>e) Any other relevant certificate</p>
4.	<p><u>Proof of Identity/ Address</u></p> <p>a) PAN Card</p> <p>b) AADHAR Card</p> <p>c) Passport</p> <p>In case any of the proof of Identity/Address mentioned above not available then any TWO of the below proofs</p> <p>i) Voters Id</p> <p>ii) Driving License</p> <p>iii) Ration card</p> <p>iv) Electricity Bills</p> <p>v) Gas card</p> <p>vi) Notarized Self Affidavit</p>
5.	Passport size photographs(6 nos)
6.	<p>Self Employed/CO-owner/Freelancing/ Partnership employment(s)(if applicable)</p> <p>a) Form 16/Form 26AS</p> <p>b) Bank statement for 6 months</p> <p>c) Shop License</p>
7.	Cancelled Cheque of Saving Bank Account having IFSC Code details - Mandatory
8.	Details of your Provident Fund, Employees' Pension Scheme and Universal Account Number, if earlier member PF/EPS scheme Mandatory.

*Ramesh*

**Dr.R.GURUMANI,M.E.,Ph.D.,M.B.A.,M.ISTE.,F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT.**  
 Page 2 of 23

Please note that Capgemini may ask you to submit additional documents as and when required, especially with respect to the Background verification process.


In the absence of the above listed documents your onboarding may be delayed or deferred.

Kindly note:

- Capgemini has a dress code policy and you need to always dress in formal attire.
- If you are driving to office on the first day, please ensure you are there by 8:15 AM IST, and contact security at the main gate for your entry pass.

Best Regards,  
Team HR

The information contained in this message is proprietary and confidential. Copyright © 2013. All rights reserved by Capgemini.

  
**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M. ISTE., F.I.E.**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201. KALLAKURICHI DT.**

**EMPLOYMENT OFFER LETTER**

Cappgemini Ref: 4415369 /712519,

04/07/2021,

Dhanusuya -  
5/174, Kangaiyammian kovil street, Koonimedu Kuppam, Koonimedu(Post), Villupuram, TamilNadu - 604303,  
Marakkanam , Tamil Nadu,  
India

**Confidential**

Dear Dhanusuya -

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Cappgemini Technology Services India Limited ('Cappgemini' or 'Company') starting from 04/08/2021 (or such other date as may be communicated to you by the Company), as per details given below.

- A) Your current designation will be Analyst/A4
- B) You will be required to work at the Company's offices in location Chennai-PGT
- C) Your all-inclusive annual target compensation (on a cost to company basis) will be INR 300,002.00 ( Rupees Three Lakh and Two 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:

*Ramani*  
**Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL** Page 4 of 23  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201. KALLAKURICHI DT.**

Dhanusuya -

Analyst

Total Cost to Company (CTC)

Rs.300,002.00

Monthly Components	Per Month	Annualized
Basic	Rs 10,000.00	Rs 120,000.00
House Rent Allowance	Rs. 4,005.00	Rs 48,060.00
Other Reimbursements & Allowances#	Rs. 0.00	Rs.0.00
Personal Allowance	Rs. 5,000.00	Rs. 60,000.00
Advance Statutory Bonus	Rs. 3,064.00	Rs. 36,768.00
<b>Gross monthly salary</b>	<b>Rs.22,069.00</b>	<b>Rs. 264,828.00</b>
Statutory payments ++		
Capgemini's contribution to PF ++	Rs.1,800.00	Rs.21,600.00
Gratuity (accrual only)		Rs.5,772.00
<b>Total Fixed Compensation</b>		<b>Rs.292,200.00</b>
<b>Total Cash Compensation</b>		<b>Rs.292,200.00</b>
Benefits		
Medical, Accident & Life Insurance Premium		Rs. 7,802.00
Capgemini contribution to ESI		Rs.0.00
<b>Total Cost to Company</b>		<b>Rs. 300,002.00</b>

# 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:**

1. The payroll processing will be as per Company policy notified from time to time.
  2. 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.
  4. 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.
  5. 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 will be made from the monthly salary.
- # 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.

*B. Guramani*  
**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M. ISTE., F.I.E.,**

**PRINCIPAL  
 IDHAYA ENGG. COLLEGE FOR WOMEN  
 CHINNASALEM-606 201. KALLAKURICHI DIST.**



D.) The following elements are included in the compensation package stated above:

1. 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.
2. 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.
3. 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 above-mentioned 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:

1. 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.
2. 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.
4. 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.
5. 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:

1. 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.

Page 7 of 23

*Jeeva*  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., MASTE., F.I.E.  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DISTRICT

2. 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.

H.) Conditions of hire:

1. Your employment with the Company will be subject to the following pre-conditions:

- a. You will submit relevant documents as mandated by the Company.
- b. You obtain requisite certification or complete mandated assessments which are basis for offering you employment opportunity with the Company;
- c. 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);
- g. 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.
- i. 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 31-May-2021, 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.

Page 8 of 23

  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

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

2. 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-initio.

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

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

Kind Attn: Head - Human Resources

Address: Caggemini Technology Services India Limited,  
Caggemini Knowledge Park, IT 3 IT 4, SEZ, Thane-Belapur Rd, TTC Industrial Area, Airoli, Navi  
Mumbai, Maharashtra 400708

Email: [hemployeeservices.in@caggemini.com](mailto:hemployeeservices.in@caggemini.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



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 Capgemini 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: Dhanusuya -

Date: 04/07/2021

  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M. ISTE, F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

## EXHIBIT 1

### Terms & Conditions of Employment with Capgemini Technology Services India Limited

#### 1. CURRENT WORK LOCATION:

1.1 Capgemini Technology Services India Limited ("Capgemini" or "Company") may require you to work at other Company locations and/or on customers' sites both, within or outside India. The Company shall seek to give you reasonable notice of extensive travel requirements, and to take into account your personal circumstances where appropriate.

1.2 Depending upon exigencies of business you may be transferred/deputed, at Company's sole discretion, within India or outside by the Company in any capacity as the Company may desire from time to time, from:

- a) one location to another; or
- b) one team/department/account/function/Business Unit to another; or
- c) one project/job to another; or
- d) the Company to any other group entity or affiliate or any other business associate as the Company may deem appropriate from time to time.

1.3 Such transfer/deputation/assignment/relocation shall not entitle you to ask for revision in your salary or any terms or conditions of your service. The Company does not guarantee the continuation of any benefits or perquisite at the new location. In all such cases of transfer/deputation/assignment/relocation you will be governed by the relocation policies and policies of the Company existing at that time. Consequent to such transfer/deputation/assignment/relocation, you will be governed by the terms and conditions of service as applicable to your category of employees in the new location (which includes but is not limited to office days/hours and holidays).

#### 2. DUTIES AND RESPONSIBILITIES:

2.1 You shall devote your skill, knowledge and working time to the conscientious performance of your duties and responsibilities towards the Company. You shall perform your duties with diligence, devotion and discretion. You shall comply with all directions given to you by your reporting manager/supervisor and shall faithfully observe all the rules, regulations and Company policies. Further, the Company may, at any time, in its sole discretion, suitably modify your roles, responsibilities and duties.

#### 3. COMPENSATION:

3.1 Your all-inclusive annual target compensation and corresponding details are provided in the Employment offer letter.

*meena*  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201. KALLAKURICHI DT.

#### 4. TRAINING:

4.1 During the term of your employment, the Company may offer you an opportunity to undergo certain specialized training, certification and/or skill upgradation from time to time, which shall inter alia enhance your career opportunities at the Company and otherwise. In case you accept the Company's offer for training, the Company is likely to incur expenses including in relation to training costs, course fees, recruitment and induction costs, salary and benefits during training period, opportunity loss, etc. Depending on the nature of training/certification and corresponding cost and expenses, the Company may require you to execute training agreement with the Company for a specific period (which will be indicated to you at that time) in consideration of the cost the Company would be incurring for such training/certification. Under such training agreement, you shall agree to inter alia serve a minimum term of employment with the Company, failing which you will be required to reimburse the Company for the cost of training/certification identified in the training agreement and any other costs related to the training/certification.

#### 5. COVENANTS AND REPRESENTATIONS:

5.1 You also agree that during the term of your employment with the Company and for twelve (12) months after the cessation of employment, regardless of the reason of cessation of employment, you will not:


- a.) directly or indirectly, on your own behalf or on behalf of or in conjunction with any person or legal entity, recruit, hire, solicit, or induce, or attempt to recruit, hire, solicit, or induce, any employee of the Company with whom you had dealings, personal contact or supervised while performing your duties or otherwise, to terminate their employment relationship with the Company;
- b.) directly or indirectly, solicit or attempt to solicit business, customers or suppliers of the Company or of its affiliates;
- c.) directly or indirectly, solicit or attempt to solicit or undertake employment with any client of the Company or any organization where you have been taken or sent for training, deputation or secondment or professional work by the Company; and
- d.) provide or attempt to provide professional services similar to those provided by the Company to its current or prospective customers, with whom you (i) had business interactions or any other dealings on behalf of the Company during your employment with the Company and/or (ii) had been directly associated with the customer in relation to a project.

5.2 You and the Company acknowledge and agree that the duration and scope of the Covenants contained herein are fair and reasonable. Accordingly, you and the Company agree that, in the event that any of the covenants contained herein are nevertheless determined by a judicial or quasi judicial body to be unenforceable because of the duration or scope thereof, the judicial or quasi judicial body making such determination may reduce such duration and/or scope to the extent necessary to enable such judicial or quasi judicial body to determine that such covenant is reasonable and enforceable, and to enforce such covenant as so amended

5.3 You will also be governed by all applicable rules, processes, procedures, and policies (including but not limited to Information Security Management System (ISMS) policies and procedures, Code of Business Ethics of the Company, which are not specifically mentioned in this Letter. The applicable rules/processes/procedures/policies are available on the Company's Intranet and you are expected to go through the same carefully. For any clarification in relation to applicable rules/processes/procedures/policies, please get in touch with concerned department. If at anytime during your employment with the Company, you are found in violation of any applicable rules, processes, procedures, or policies of the Company, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.

5.4 Caggemini prides itself as a company with the highest order of ethical conduct in its dealings with employees, customers, service provider, agents, governments or any other third party. It is important that you fully understand this philosophy and the relevant policies. If at anytime during your employment with the Company, you are found to be in violation of such policy and/or generally accepted ethical/moral standards, the Company reserves the right to take disciplinary action against you, including right to terminate your

Page 12 of 23

  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

employment without notice

5.5 You declare that you are medically fit to carry out the duties expected of you by the Company. You represent that you have no communicable disease and you are not addicted to drugs or any other substance of abuse. During the term of your employment with the Company, you are required to be medically fit to perform the duties assigned to you from time to time. As to whether you are medically fit, is an issue which will be professionally determined by the Company and you shall be bound by such determination. The Company may require you to undergo periodical medical examination as and when intimated to you by the Company.

5.6 You represent that you are not in breach of any contract with any third party or restricted in any way in your ability to undertake or perform your duties towards the Company. You covenant that you will be fully responsible for any personal liabilities that may arise as the result of an agreement or arrangement between you and any third party and that the Company will in no way be concerned with such liabilities.

5.7 You will at all times maintain your ability to be employable and in the event of any change in your personal circumstances resulting in possible alteration to the employability status, you will keep the Company informed in writing about such change.

5.8 During your employment with the Company, to meet the exigencies of business, the Company may require you to (i) work on any project that you are assigned to, on any technical platforms/skills and nature of the project or (ii) work night hours or (iii) work in shifts (including night shifts).

5.9 Regardless of any secondment to any of the Company's affiliated entity/business associate/joint venture or where you may be required to work overseas for any such entity for an extensive period, you shall at all times remain an employee of the Company exclusively and shall not be entitled to any such foreign salary or benefits (including medical insurance, green card sponsorship, etc.) payable or applicable to employees of such other Capgemini entities other than the salary and benefits specified in the Employment Letter and/or the salary and benefits that may be determined by Capgemini and communicated to you in writing.

5.10 Unless specifically authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company. You shall also not enter into any commitments or dealings on behalf of the Company for which you have no express authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous sanction of the Company.

5.11 During the period of employment, you agree not to draw, accept or endorse any cheque or bill on behalf of the Company or, in any way, pledge the Company's credit except so far as you may have been authorized by the Company to do so, either generally or in any particular case.

5.12 During the term of your employment, you shall not communicate with the media or with journalists in relation to the Company or its affairs, without obtaining a specific prior written permission from the Company.

5.13 You acknowledge and provide your consent vide Consent Letter for use of personal information including Sensitive Personal Data or Information ("SPDI") to the Company (a) to share your sensitive personal data or information about you and/or your dependents (wherever applicable) provided to the Company with third parties for purposes deemed appropriate by the Company from time to time; (b) to share information about you with affiliates of the Company for administrative purposes/audit and with clients/prospects in relation to any staff augmentation requirements; (c) to treat any personal data to which you have access in the course of your employment strictly in accordance with Company policies 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 you. You further acknowledge and consent for use of your personal images and voices in marketing material, videos, etc; and confirm that you have read and understood the Company's Privacy Policy in relation to the collection, processing, use, storage and transfer of SPDI and you agree to the terms thereof.

*Brean*  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.I.S.T.E., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

5.14 You agree to comply with all laws, ordinances, regulations applicable in relation to your employment with the Company including but not limited to the anti-corruption laws, anti bribery laws such as Prevention of Corruption Act, 1988 of India, the Foreign Corrupt Practices Act, 1977 of the United States and the Bribery Act 2010 of the United Kingdom and/or data privacy laws. Without limiting the generality of the foregoing, you represent and covenant that you have not, and shall not, at any time, during your employment with the Company, pay, give, or offer or promise to pay or give, any money or any other thing of value, directly or indirectly, to, or for the benefit of: (i) any public servant, government official, political party or candidate for political office; or (ii) any other person, firm, corporation or other entity, with knowledge that some, or all of that money, or other thing of value will be paid, given, offered or promised to a public servant, government official, political party or candidate for political office, for the purpose of obtaining or retaining any business, or to obtain any other unfair advantage, in connection with the Company's business.

5.15 You hereby represent to the Company that:

- a.) you are legally permitted to reside and be employed in India;
- b.) you have reviewed these terms and conditions and that you understand the terms, purposes and effects of the same;
- c.) you have accepted these terms and conditions only after having had the opportunity to seek clarifications;
- d.) you have not been subjected to duress or undue influence of any kind to accept these terms and conditions and these terms and conditions will not impose an undue hardship upon you;
- e.) you have accepted these terms and conditions of your own free will and without relying upon any statements made by the Company or any of its representatives, agents or employees; and
- f.) you have all requisite power and authority, and do not require the consent of any third party to accept our offer.

## 6. CONFIDENTIALITY:

6.1 This is a highly Confidential and Private document. You are required to maintain, at all times, the confidentiality and ensure that the contents or details of this Letter are not shared with anyone.

6.2 You are aware that in the course of your employment with the Company, you shall have access to Confidential Information. "Confidential Information" shall mean and include, but not limited to, proprietary, confidential, sensitive, personal information about inventions, products, designs, methods, know-how, techniques, trade secrets, systems, processes, strategies, software programs, content, data, techniques, plans, designs, programs, customer information, works of authorship, intellectual property rights, customer lists, employee lists and any other personally identifiable information about any employee of the Company or its affiliate or personally identifiable information of its customers or clients of its customers, user lists, vendor lists, content provider lists, supplier lists, pricing information, projects, budgets, plans, projections, forecasts, financial information and proposals, intellectual property, terms of this Letter and any other information which due to the nature or character of such information, any prudent person might reasonably under similar circumstances treat such as confidential or would expect the Company to regard such information as Confidential, all regardless as to whether such information is in written form or electronic form or disclosed orally before or after the date hereof.

6.3 You agree that you may receive in strict confidence all Confidential Information of the Company, its affiliates or its clients or prospective clients of the Company or its affiliates. You further agree to maintain and to assist the Company in maintaining the confidentiality of all such Confidential Information, and to prevent it from any unauthorized use.

*Heena*  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M. ISTE., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

Page 14 of 23



6.4 You agree and confirm that, you will, at all times:

- a) maintain in confidence all such Confidential Information and will not use such Confidential Information other than as necessary to carry out the purpose for which it was shared with you;
- b) not disclose, divulge, display, publish, or disseminate any such Confidential Information to any person except with the Company's prior written consent;
- c) treat all such Confidential Information with the same degree of care that you accord to your own confidential information, but in no case less than reasonable care;
- d) prevent the unauthorized use, dissemination or publication of such Confidential Information;
- e) not copy or reproduce any such Confidential Information except as is reasonably necessary for the purpose for which it was shared with you;
- f) not share such Confidential Information with any third party (specifically those person who are in the same field of activities as that of the Company or are in direct or indirect competition to the Company);
- g) not use such Confidential Information in any way so as to procure any commercial advantage for yourself or for any third party or in a manner that is directly or indirectly detrimental to the Company;
- h) neither obtain nor claim any ownership interest in any knowledge or information obtained from such Confidential Information; and
- i) not use or attempt to use any such Confidential Information in any manner that may harm or cause loss or may be reasonably expected to harm or cause loss, whether directly or indirectly, to the Company, its affiliates or its customers.

6.5 All such Confidential Information shall remain the sole and exclusive property of the Company, and no license, interest or rights (including, without limitation, any intellectual property rights) to such Confidential Information, or any copy, portion or embodiment thereof, is granted or implied to be granted. Nothing in this Letter shall limit in any way the Company's right to develop, use, license, create derivative works of, or otherwise exploit its own Confidential Information.

6.6 You shall be under no obligation of maintaining confidentiality of such Confidential Information as per provisions of this clause if the information:

- a) was in your possession before receiving the same from the Company pursuant to this Letter;
- b) is or becomes a matter of public knowledge through no fault of yours; or

*Ruman*  
Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.  
PRINCIPAL Page 15 of 23  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201. KALLAKURICHI DT.

c) is rightfully received by you from a third party without a duty of confidentiality.

6.7 If you are served with a court or governmental order requiring disclosure of any part of such Confidential Information, you shall, unless prohibited by law, promptly notify the Company before any disclosure and cooperate fully (reasonable expense to be borne by the Company) with Company and its legal counsel in opposing, seeking a protective order or limit, or appealing any such subpoena, legal process, request or order to the extent deemed appropriate by the Company.

6.8 Upon cessation of your employment with the Company or on a written request of the Company, whichever is earlier, you shall return or destroy (at the Company's option) any part of such Confidential Information that consists of original, and copies of, source material provided to you and still in your possession and, if requested by the Company, shall provide written confirmation to the Company to that effect.

6.9 You shall not, whether during your employment and/or after cessation of your employment, for whatever reason, use, disclose, divulge, publish or distribute to any person or entity, otherwise than as necessary for the proper performance of your duties and responsibilities under this Letter, or as required by law, any confidential information, messages, data or trade secrets acquired by you in the course of your employment with the Company.

6.10 If you are found to be in breach of this clause, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.

6.11 You shall maintain the confidentiality of all price sensitive information and shall handle all such information on a strict 'need to know' basis i.e. disclose only to those within the Company who need the information to discharge their duty. You shall not pass on such information to any person directly or indirectly by way of making a recommendation for the purchase or sale of securities. Further, during your employment, you shall be subject to applicable trading restrictions e.g. when the trading window is closed, you shall not trade in the Company or any of its affiliates' securities during such period.

## 7. INTELLECTUAL PROPERTY:

7.1 "Intellectual Property Rights" shall mean all industrial and intellectual property rights (including both economic and moral rights), including, without limitation, patents, patent applications, patent rights, trademarks, trademark applications, trade names, service marks, service mark applications, copyrights, copyright applications, databases, algorithms, manuscripts, computer programs and other software, know-how, trade secrets, proprietary processes and formulae, inventions, trade dress, logos, design and all documentation and media constituting, describing or relating to the above.

7.2 You represent that all services performed by you for the Company shall be your original work and shall not incorporate any third party materials or work in which you or any third party asserts an ownership interest or Intellectual Property Right. Provided that in the event the Company is held liable or is faced with a claim for your violation of any Intellectual Property Rights belonging to a third party, you undertake to indemnify the Company (and/or any of its affiliates, as the case may be) against any and all losses, liabilities, claims, actions, costs and expenses, including reasonable attorney's fees and court fees resulting there from.

7.3 If at any time during your employment with the Company, you (either alone or with others) whether or not during normal business hours or arising in the scope of your duties of employment make, conceive, create, discover, invent or reduce to practice any invention,

modification, discovery, design, development, improvement, process, software program, work of authorship, documentation, formula, data, technique, know-how, trade secret or any Intellectual Property Right whatsoever (including all work in progress) or any interest therein (whether or not patentable or registrable under copyright, trademark or similar statutes or subject to analogous protection) (collectively 'Developments') that:

- a) relates to the business of the Company (or its affiliate), or to its customers or suppliers, or to any of the products or services being developed, manufactured, sold or provided by the Company (or any of its affiliate) or which may be used in relation therewith;
- b) results from tasks assigned to you by the Company; or
- c) results from the use of premises or personal property (whether tangible or intangible) loaned, eased or contracted for by the Company or its affiliate,

such Developments (including all work in progress) and the benefits thereof shall immediately become the sole and absolute property of the Company, as works made for hire or otherwise, and you shall immediately disclose to the Company, without cost or delay and without communicating to others the same, each such Development and all available information relating thereto (with all necessary plans and models).

7.4 You hereby irrevocably, absolutely and perpetually assign any and all rights (including any Intellectual Property Rights) you may have or acquire in the Developments and all benefits and/or rights resulting there from to the Company and its assigns without additional compensation on worldwide basis. You acknowledge that the salary and other payments receivable by you from the Company is adequate compensation for such assignment. You hereby waive and quitclaim to the Company any and all claims of any nature whatsoever that you may now have or may hereafter have in and to the Developments (including all work in progress).

7.5 All such assignment of rights shall be perpetual irrevocable, universal and shall not lapse, even if the Company fails at any time to commercially exploit any such Developments. Notwithstanding the provisions of Section 19(4) of the Copyright Act, 1957, any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if the Company does not exercise the rights under the assignment within a period of one year from the date of assignment. You hereby agree to waive any right to and refrain from raising any objection or claims to the Copyright Board with respect to any assignment, pursuant to Section 19A of the Copyright Act, 1957. You further agree to assist and cooperate with the Company in perfecting the Company's rights in any of the Developments.

7.6 Any assignment of copyright hereunder (and any ownership of a copyright as a work made for hire) includes all rights of paternity, integrity, disclosure and withdrawal and any other rights that may be known as or referred to as 'moral rights' (collectively 'Moral Rights'). If, you are deemed under applicable law to retain any rights in any Developments, including without limitation any Moral Rights, you hereby waive, and agree to waive, all such rights. To the extent that such waivers are deemed unenforceable under applicable law, you grant, and agree to grant, to the Company or its assigns the exclusive, perpetual, irrevocable, universal and royalty-free license to use, modify and market the Development, without identifying you or seeking your consent.

7.7 If you are not employed with the Company at the time when the Company requests your assistance in connection with the foregoing, the Company will pay you for your reasonable time expended in complying with the above terms at an hourly rate equal to the effective hourly rate at which you were paid the Company immediately prior to your termination as an employee.

7.8 Should the Company be unable to secure the signature on any document necessary to apply for, prosecute, obtain, protect or enforce any Intellectual Property Rights, due to any cause, you hereby irrevocably designate and appoint the Company and each of its duly authorized officers and agents as your agent and attorneys to do all lawfully permitted acts to further the prosecution, issuance, and enforcement of the Intellectual Property Rights or protection in respect of the Developments, with the same force and effect as if executed

and delivered by you

7.9 Notwithstanding the foregoing, you will also be bound by Capgemini's policy with respect to Intellectual Property

## 8. CONFLICT OF INTEREST:

8.1 During your employment, you will not, directly or indirectly, whether alone or as a partner joint venture, officer, director, employee, consultant, agent, independent contractor or stockholder of any company, business or other commercial enterprise: (i) engage in any business activity similar in nature to any business conducted or planned by the Company, or (ii) compete in any way with products or services being developed, marketed, distributed or otherwise provided by the Company

8.2 You shall not undertake, whether directly or indirectly any full time or part time employment or operate or manage business of any kind whatsoever, so long as you are in employment with the Company.

8.3 During your employment if you become aware of any potential or actual conflict between your interests and those of the Company, then you shall immediately inform the Company about such conflict. Where the Company is of the opinion that such a conflict does or could exist, it may direct you to take appropriate action(s) to resolve such a conflict, and you shall comply with such instructions.

8.4 During the course of your employment, you shall not, either directly or indirectly, receive or accept for your own benefit or the benefit of any person or entity other than the Company any gratuity, emolument, or payment of any kind from any person having or intending to have any business with the Company.

8.5 To perform your duties towards the Company, you will have access to email, internet, Company assets (desktop, laptop, mobile phones etc.) and other Company infrastructure. You shall ensure that at all times your use of such facilities meets the ethical and social standards of the workplace. Further, your use of such facilities must not interfere with your duties and must not be illegal or contrary to the interests of the Company.

## 9. RETIREMENT/TERMINATION:

### a.) Retirement


- (i) You will automatically retire from employment with the Company on the last day of the month in which you complete sixty (60) years of age. It is hereby clarified that the Company reserves it right to change the retirement age.

### b.) Notice Period/Termination

- (i) During the probation period, your employment with the Company may be terminated (i) by you, upon giving the Company three months' written notice or at the Company's discretion, payment of gross salary in lieu of notice or (ii) by the Company, upon giving you two months' written notice or payment of gross salary in lieu thereof.

Upon confirmation, your employment with the Company may be terminated (i) by you, upon giving the Company three

Page 18 of 23

  
**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI**

months' written notice or at the Company's discretion, payment of gross salary in lieu of notice or (ii) by the Company, upon giving you three months' written notice or payment of gross salary in lieu thereof.

(ii) Notwithstanding anything to the contrary, the Company reserves the right to relieve you from services of the Company only upon your satisfactory handover of all the duties and responsibilities assigned to you (including but not limited to any knowledge transfer and serving the notice period conditions).

(iii) Notwithstanding the aforesaid or anything else to the contrary, the Company may suspend, dismiss, discharge or terminate your employment with immediate effect by a notice in writing (without salary in lieu of notice), in the event of (i) fraudulent, dishonest or undisciplined conduct by you, (ii) you committing a breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/property, (iii) your insubordination or failure to comply with the directions given to you by persons so authorized, (iv) your insolvency or conviction for any offence involving moral turpitude, (v) your breach of any terms or conditions of this Letter or the Company's policies or other documents or directions of the Company, (vi) you going on or abetting a strike in contravention of any law for the time being in force, (vii) you conducting yourself in a manner which is regarded by the Company as prejudicial to its own interests or to the interests of its clients or (viii) misconduct by you as provided under the labour laws and/or in the Company policies.

(iv) In the event of willful neglect or breach of any of the terms hereof or refusal on your part to carry out the lawful instructions of any authorized officer of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice and with no obligation to pay you any compensation.

(v) In case you absent yourself from duty continuously, without prior authorization, for ten (10) consecutive calendar days or more you shall be deemed to have left and relinquished the service on your own accord and such relinquishment of service shall be deemed as a repudiation of your employment. In such circumstances, the Company will have the discretion of (a) adjusting salary against the notice period of such abandonment and recover any outstanding dues towards payable to the Company; and (b) presume that you have voluntarily abandoned the services of the Company and strike off your name from the Company's payroll.

c.) Effects of Cessation of Employment

(i) Upon cessation of your employment with the Company (whether by virtue of termination/resignation/retirement), you will immediately return to the Company all of the Company's Confidential Information, tools, assets, accessories, formulae, documents, specifications, books etc. in your custody, care of charge and obtain clearance certificate from the relevant person/office/department, on production of which alone your dues, if any, will be settled by the Company, failing which the Company reserves the right to adjust the dues against any amounts payable to you or separately claim the same from you or use available legal remedies to recover the assets or any other amount due to the Company.

(ii) If any Letter of Authority or Power of Attorney is issued to you, you will undertake to return it on demand or immediately upon cessation of your employment with the Company.

(iii) Upon cessation of your employment with the Company, the Company may require you to sign appropriate release terms without any additional compensation.

10. **LIMITATION OF LIABILITY AND INDEMNITY:**

10.1 Neither party shall be liable to the other party for any indirect, incidental, contingent, consequential, punitive, exemplary, special or similar damages, including but not limited to, loss of profits or loss of data, whether incurred as a result of negligence or otherwise, irrespective of whether either party has been advised of the possibility of the incurrence by the other Party of any such damages.

10.2 The Company's liability arising out of or in connection with this Letter, whether based in contract, tort (including negligence and strict liability) or otherwise, shall not exceed the amount paid by the Company to you for a period of three (3) months preceding the cause of action.

10.3 Notwithstanding anything to the contrary contained herein, you shall indemnify and keep indemnified the Company, its directors,

Page 19 of 23

  
**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT.**

officers and employees from and against all claims, demands, actions, suits and proceedings (including any losses, damages, costs, charges and expenses), whatsoever that may be brought or made against the Company by any third party as a result of any act or omission, non-performance or non-observance by you of any of the terms and conditions of this Letter and/or arising from your failure to comply to any statute or enactment/s (including but not limited anti-bribery laws and data protection laws)

## 11. MISCELLANEOUS:

11.1 Notice: All notices to you in relation to your employment shall be in writing and in English language and shall be served either by hand delivery or by sending the same by registered post or by email (as per Company records) or by courier or by speed post addressed to the address mentioned hereinabove. It will be your responsibility to inform the Company of any change in your address and contact details including telephone numbers, personal email addresses etc.

All notices to the Company in relation to your employment shall be in writing and in English language and shall be served either by hand delivery or by sending the same by registered post or by courier or by speed post addressed to the Company's office address referred in the Employment Letter or by email with a physical copy by any of the abovementioned ways.

11.2 Severability: The parties acknowledge and agree that if any of the provision of this Letter is deemed invalid, void, illegal, and unenforceable that provision stands severed from this Letter and the remaining provisions of this Letter shall remain valid and enforceable.


11.3 Publicity: You shall not use the name and/or trademark/logo of Capgemini, its group companies, subsidiaries or associates before media (irrespective of the form whether print, audio visual, electronic etc.) in any other manner which is detrimental to the interest, image and goodwill of the Company and its affiliates without prior written consent of the Company. In the event you intend to share/disclose article which includes any information about the Company or its affiliates/customers for possible publication or dissemination outside the Capgemini group, you agree to inform the Company and obtain its prior written consent on the article you wish to disclose. Further, you agree to make such modifications/deletions/revisions to the article as are requested by the Company to protect its property/interest/reputation.

11.4 Non-Disparagement: During the term of your employment with the Company and at all times thereafter, you will not make any false, defamatory or disparaging statements about the Company, or the employees, officers or directors of the Company that are reasonably likely to cause damage to any such entity or person.

11.5 Waiver: No delay or failure of any party in exercising or enforcing any of its rights or remedies whatsoever shall operate as a waiver of those rights or remedies or so as to preclude or impair the exercise or enforcement of those rights or remedies. No single or partial exercise or enforcement of any right or remedy by any party shall preclude or impair any other or further exercise or enforcement of that right or remedy by that Party. Save as expressly provided in this Letter neither party shall be deemed to have waived any of its rights or remedies whatsoever unless the waiver is made in writing, signed by a duly authorized representative of that party and may be given subject to any conditions thought fit by the grantor. Unless otherwise expressly stated any waiver shall be effective only in the instance and for the purpose for which it is given.

11.6 Integration: This Letter alongwith its Exhibit constitutes the entire understanding between the parties and supersedes all previous agreements (written or oral) between the Parties in relation to its subject-matter.

11.7 Survival: Clauses 5.1, 5.13, 6, 7, 9(c), 10, 11.1, 11.7, 11.8 and 11.9 and any other clause which by its nature is expected to survive shall all survive the expiry/termination (for whatever reason) of the Letter and shall continue to apply.

  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M. ISTE., F.I.E.  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

Page 20 of 23

11.8 Dispute Resolution/Governing Law: The Parties to this Agreement shall make best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. All disputes, differences and/or claims arising out of these presents or as to the construction, meaning or effect hereof or as to the rights and liabilities of the Parties hereunder and which cannot be settled by mutual conciliation shall be referred to Arbitration to be held in Mumbai in English Language in accordance with the Arbitration and Conciliation Act 1996, or any statutory amendments thereof and shall be referred to a sole Arbitrator to be appointed by Capgemini. The award of the Arbitrator shall be final and binding on Parties.

This Letter shall be governed and interpreted in accordance to the laws of India and the courts at Mumbai only shall have exclusive jurisdiction.

11.9 Rights to Injunctive Relief: You hereby expressly acknowledges that any breach or threatened breach by you of any of your obligations set forth in this Letter and/or any of the Company policies may result in significant and continuing injury and irreparable harm to Company, the monetary value of which would be impossible to establish. Therefore, you agree that Company shall be entitled to injunctive relief in a court of appropriate jurisdiction with respect to such provisions.

*new*  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

## CONSENT LETTER

### For use of Personal Information & Sensitive Personal Data or Information

I, \_\_\_\_\_ residing at \_\_\_\_\_, do hereby provide my express consent to my employer, Caggemini Technology Services India Limited, having its registered office at No.14, Rajiv Gandhi Infotech Park, Hinjawadi Phase III, MIDC - SEZ, Village Man, Taluka Mulshi, Pune - 411057, Maharashtra (hereinafter referred to as the "Company", which expression shall unless repugnant to the context or meaning thereof mean and include its successors, nominees, assigns and administrators) as follows:

1. That I acknowledge and provide my consent to the Company to collect, store, process, transfer and share my personal information and sensitive personal data or information and information of my dependents wherever applicable, (including sensitive personal information like bank accounts, PAN, blood group, biometric information, medical record, email addresses etc.) for purposes deemed appropriate by the Company from time to time, including but not limited to:

- a) background verification agencies for the purpose of verifying the information submitted by me basis which I have been made an offer of employment,
- b) payroll processing agencies for processing my payroll (including reimbursement claims),
- c) law enforcement agencies,
- d) to comply with a judicial/quasi judicial order,
- e) auditor (including internal auditors, statutory auditors or Caggemini's clients or their auditor) for the purpose of audit,
- f) insurance companies for the purpose of group insurance, personal accident insurance etc.
- g) service providers providing services for biometric access to office premises for monitoring attendance.
- h) foreign consulates, embassies etc and service providers (including travel agents) for the purpose of processing of visa, work permits etc.

2. Further, I also acknowledge and provide my consent to the Company to transfer and share (within India and outside of India) such information with:

- a.) affiliates of the Company for administrative purposes and/or audit;
- b.) clients/prospects in relation to any staff augmentation assignments.

3. That I agree and confirm that this consent letter shall be construed in accordance with the laws of India and the courts in Mumbai shall have exclusive jurisdiction to adjudicate upon any dispute that may arise in relation to this Consent Letter.

4. That should any provisions of this consent letter be held by a court of law to be illegal, invalid or unenforceable, the legality, validity and enforceability of the remaining provisions of this consent letter shall not be affected or impaired thereby.

5. I hereby declare that the execution of this consent letter has been done out of my own free will and consent and without any undue force or coercion in any manner whatsoever.


6. I am aware that I have the right to access and rectify my sensitive personal data or information provided to the Company and corresponding obligation to immediately update my sensitive personal data or information in Company's records in the event of any change.

7. I am aware that Company has adopted security practices and procedure to ensure that the information collected is secure and these are available on the Company's intranet.

This consent letter shall come into force immediately upon its execution by me.

Name:

Page 22 of 23

  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT





Capgemini Technology Services India Limited  
(Formerly known as IGATE Global Solutions Limited)  
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,  
Navi Mumbai - 400708, Maharashtra, India.  
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121  
www.capgemini.com/in-en

**Date: November 26, 2020**

**Ref No: HR/Campus/LOCIS11CIF003/1**

**Haseena Parveen  
Idhaya Engineering College**

**Letter of Intent ("LOI")**

**Dear Haseena Parveen,**

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited.**, (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/ diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period.

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Capgemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact [fresherhiring.in@capgemini.com](mailto:fresherhiring.in@capgemini.com)

Thanking you,  
Yours Sincerely,  
**For & On Behalf of Capgemini**



**Puneet Kumra**  
**Head - Fresher Hiring**

  
**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201. KALLAKURICHI DT.**

**ANNEXURE 1**

**Haseena Parveen**

**Analyst and A4**

Your all-inclusive annual target compensation (on a cost to company basis) will be INR **3,00,000.00** (which would comprise your salary, applicable statutory benefits, bonus, if any). Your compensation shall be paid on a monthly basis, in arrears. Capgemini shall deduct tax at source at the time of making payment.

**For & On Behalf of Capgemini**



**Puneet Kumra**  
**Head - Fresher Hiring**

**Signature:** \_\_\_\_\_

**Candidate Name: Haseena Parveen**

**Date:** \_\_\_\_\_



**Dr. R. GURUMANI**, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201. KALLAKURICHI DT.**

Candidate ID: 4214970 /589802,

Date of Joining: 12/24/2020,

Joining Location: Chennai-PCT,

Designation: Analyst,

Dear Shalini -,


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

1.	Welcome Address
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 Chennai-PCT office, for joining formalities as per the address mentioned below:

Address

B-45 & B-46, SIPCOT IT Park,  
Old Mahabalipuram Road, Siruseri, Chennai – 603103, India

  
**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT**

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
	<p>Employment Documents:</p> <p><u>Current Employment( Immediate Previous)</u></p> <p>a) 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)</p> <p>2. b) Payslips for last 3 months</p> <p>c) Form 16</p> <p>d) Salary Account 6 months Bank Statement</p> <p>e) Letter of appointment/Offer letter from employer which captures start date</p> <p><u>Previous Employment</u></p> <p>Service/Relieving Certificate all employments- Mentioning date of joining ,designation and last working day</p>
3.	<p><u>Education Documents</u></p> <p>a) 10 Marksheet and certificate.</p> <p>b) 12th marksheet and Certificate.</p> <p>c) Graduation Marksheets and certificate/Diploma certificate.</p> <p>d) Post-Graduation Marksheets and degree certificate(if applicable)</p> <p>e) Any other relevant certificate</p>
4.	<p><u>Proof of Identity/ Address</u></p> <p>a) PAN Card</p> <p>b) AADHAR Card</p> <p>c) Passport</p> <p>In case any of the proof of Identity/Address mentioned above not available then any TWO of the below proofs</p> <p>i) Voters Id</p> <p>ii) Driving License</p> <p>iii) Ration card</p> <p>iv) Electricity Bills</p> <p>v) Gas card</p> <p>vi) Notarized Self Affidavit</p>
5.	Passport size photographs(6 nos)
6.	<p><u>Self Employed/CO-owner/Freelancing/ Partnership employment(s)(if applicable)</u></p> <p>a) Form 16/Form 26AS</p> <p>b) Bank statement for 6 months</p> <p>c) Shop License</p>
7.	Cancelled Cheque of Saving Bank Account having IFSC Code details - Mandatory
8.	Details of your Provident Fund, Employees' Pension Scheme and Universal Account Number, if earlier member PF/EPS scheme Mandatory.

Please note that Capgemini may ask you to submit additional documents as and when required, especially with respect to the Background verification process.


In the absence of the above listed documents your onboarding may be delayed or deferred.

Kindly note:

- Capgemini has a dress code policy and you need to always dress in formal attire.
- If you are driving to office on the first day, please ensure you are there by 8:15 AM IST, and contact security at the main gate for your entry pass.

Best Regards,  
Team HR

The information contained in this message is proprietary and confidential. Copyright © 2013. All rights reserved by Capgemini.

  
**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201. KALLAKURICHI DT.**

EMPLOYMENT OFFER LETTER

Capgemini Ref: 4214970 /589802,

12/17/2020,

Shalini -  
Church opposite Salem main road Chennai,  
Chennai ,  
India

Confidential

Dear Shalini -,

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 12/24/2020 (or such other date as may be communicated to you by the Company), as per details given below.


A) Your current designation will be Analyst/A4

B) You will be required to work at the Company's offices in location Chennai-PCT

C) Your all-inclusive annual target compensation (on a cost to company basis) will be INR 300,002.00 ( Rupees Three Lakh and Two 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:

Page 4 of 23

  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M. ISTE., F.I.E.  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201. KALLAKURICHI DT


Shalini -,

Analyst

Total Cost to Company (CTC).

Rs.300,002.00

Monthly Components	Per Month	Annualized
Basic	Rs 10,000.00	Rs 120,000.00
House Rent Allowance	Rs. 4,089.00	Rs 49,068.00
Other Reimbursements & Allowances#	Rs. 0.00	Rs.0.00
Personal Allowance	Rs. 5,000.00	Rs. 60,000.00
Advance Statutory Bonus	Rs. 2,980.00	Rs. 35,760.00
Gross monthly salary	Rs.22,069.00	Rs. 264,828.00
Statutory payments ++		
Capgemini's contribution to PF ++	Rs.1,800.00	Rs.21,600.00
Gratuity (accrual only)		Rs.5,772.00
Total Fixed Compensation		Rs.292,200.00
Total Cash Compensation		Rs.292,200.00
Benefits		
Medical, Accident & Life Insurance Premium		Rs. 7,802.00
Capgemini contribution to ESI		Rs.0.00
Total Cost to Company		Rs. 300,002.00

  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.I.S.T.E., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201. KALLAKURICHI DT.




# 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:**

1. The payroll processing will be as per Company policy notified from time to time.
  2. 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.
  4. 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.
  5. 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 will be made from the monthly salary.
- # 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.

  
**DR. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT.**

D.) The following elements are included in the compensation package stated above:

1. Provident Fund- You will be covered under the Caggemini 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.
2. 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.
3. 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 above-mentioned 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:

1. 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.
2. 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.
4. 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.
5. 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:

1. 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.

*Mene*  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.I.S.T.E., Page 7 of 23  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI, DT.

2. 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.

H.) Conditions of hire:

1. Your employment with the Company will be subject to the following pre-conditions:

- a. You will submit relevant documents as mandated by the Company.
- b. You obtain requisite certification or complete mandated assessments which are basis for offering you employment opportunity with the Company;
- c. 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);
- g. 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.
- i. 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 24-December-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.

2. 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-initio.


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

J.) 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](mailto:hremployeeservices.in@capgemini.com)

  
**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT.**

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



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 Capgemini 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: Shalini -

Date: 12/17/2020

**EXHIBIT 1**

**Terms & Conditions of Employment with Capgemini Technology Services India Limited**

**1. CURRENT WORK LOCATION:**

1.1 Capgemini Technology Services India Limited ("Capgemini" or "Company") may require you to work at other Company locations and/or on customers' sites both, within or outside India. The Company shall seek to give you reasonable notice of extensive travel requirements, and to take into account your personal circumstances where appropriate.

1.2 Depending upon exigencies of business you may be transferred/deputed, at Company's sole discretion, within India or outside by the Company in any capacity as the Company may desire from time to time, from:

- a) one location to another; or
- b) one team/department/account/function/Business Unit to another; or
- c) one project/job to another; or
- d) the Company to any other group entity or affiliate or any other business associate as the Company may deem appropriate from time to time.

1.3 Such transfer/deputation/assignment/relocation shall not entitle you to ask for revision in your salary or any terms or conditions of your service. The Company does not guarantee the continuation of any benefits or perquisite at the new location. In all such cases of transfer/deputation/assignment/relocation you will be governed by the relocation policies and policies of the Company existing at that time. Consequent to such transfer/deputation/assignment/relocation, you will be governed by the terms and conditions of service as applicable to your category of employees in the new location (which includes but is not limited to office days/hours and holidays).

**2. DUTIES AND RESPONSIBILITIES:**

2.1 You shall devote your skill, knowledge and working time to the conscientious performance of your duties and responsibilities towards the Company. You shall perform your duties with diligence, devotion and discretion. You shall comply with all directions given to you by your reporting manager/supervisor and shall faithfully observe all the rules, regulations and Company policies. Further, the Company may, at any time, in its sole discretion, suitably modify your roles, responsibilities and duties.

**3. COMPENSATION:**

3.1 Your all-inclusive annual target compensation and corresponding details are provided in the Employment offer letter.

*Juana*  
**Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT.**

4. TRAINING:

4.1 During the term of your employment, the Company may offer you an opportunity to undergo certain specialized training, certification and/or skill upgradation from time to time, which shall inter alia enhance your career opportunities at the Company and otherwise. In case you accept the Company's offer for training, the Company is likely to incur expenses including in relation to training costs, course fees, recruitment and induction costs, salary and benefits during training period, opportunity loss, etc. Depending on the nature of training/certification and corresponding cost and expenses, the Company may require you to execute training agreement with the Company for a specific period (which will be indicated to you at that time) in consideration of the cost the Company would be incurring for such training/certification. Under such training agreement, you shall agree to inter alia serve a minimum term of employment with the Company, failing which you will be required to reimburse the Company for the cost of training/certification identified in the training agreement and any other costs related to the training/certification.

5. COVENANTS AND REPRESENTATIONS:

5.1 You also agree that during the term of your employment with the Company and for twelve (12) months after the cessation of employment, regardless of the reason of cessation of employment, you will not:

- a.) directly or indirectly, on your own behalf or on behalf of or in conjunction with any person or legal entity, recruit, hire, solicit, or induce, or attempt to recruit, hire, solicit, or induce, any employee of the Company with whom you had dealings, personal contact or supervised while performing your duties or otherwise, to terminate their employment relationship with the Company;
- b.) directly or indirectly, solicit or attempt to solicit business, customers or suppliers of the Company or of its affiliates;
- c.) directly or indirectly, solicit or attempt to solicit or undertake employment with any client of the Company or any organization where you have been taken or sent for training, deputation or secondment or professional work by the Company; and
- d.) provide or attempt to provide professional services similar to those provided by the Company to its current or prospective customers, with whom you (i) had business interactions or any other dealings on behalf of the Company during your employment with the Company and/or (ii) had been directly associated with the customer in relation to a project.

5.2 You and the Company acknowledge and agree that the duration and scope of the Covenants contained herein are fair and reasonable. Accordingly, you and the Company agree that, in the event that any of the covenants contained herein are nevertheless determined by a judicial or quasi judicial body to be unenforceable because of the duration or scope thereof, the judicial or quasi judicial body making such determination may reduce such duration and/or scope to the extent necessary to enable such judicial or quasi judicial body to determine that such covenant is reasonable and enforceable, and to enforce such covenant as so amended

5.3 You will also be governed by all applicable rules, processes, procedures, and policies (including but not limited to Information Security Management System (ISMS) policies and procedures, Code of Business Ethics of the Company, which are not specifically mentioned in this Letter. The applicable rules/processes/procedures/policies are available on the Company's Intranet and you are expected to go through the same carefully. For any clarification in relation to applicable rules/processes/procedures/policies, please get in touch with concerned department. If at anytime during your employment with the Company, you are found in violation of any applicable rules, processes, procedures, or policies of the Company, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.

5.4 Capgemini prides itself as a company with the highest order of ethical conduct in its dealings with employees, customers, service provider, agents, governments or any other third party. It is important that you fully understand this philosophy and the relevant policies. If at anytime during your employment with the Company, you are found to be in violation of such policy and/or generally accepted ethical/moral standards, the Company reserves the right to take disciplinary action against you, including right to terminate your

employment without notice.

5.5 You declare that you are medically fit to carry out the duties expected of you by the Company. You represent that you have no communicable disease and you are not addicted to drugs or any other substance of abuse. During the term of your employment with the Company, you are required to be medically fit to perform the duties assigned to you from time to time. As to whether you are medically fit, is an issue which will be professionally determined by the Company and you shall be bound by such determination. The Company may require you to undergo periodical medical examination as and when intimated to you by the Company.

5.6 You represent that you are not in breach of any contract with any third party or restricted in any way in your ability to undertake or perform your duties towards the Company. You covenant that you will be fully responsible for any personal liabilities that may arise as the result of an agreement or arrangement between you and any third party and that the Company will in no way be concerned with such liabilities.

5.7 You will at all times maintain your ability to be employable and in the event of any change in your personal circumstances resulting in possible alteration to the employability status, you will keep the Company informed in writing about such change.

5.8 During your employment with the Company, to meet the exigencies of business, the Company may require you to (i) work on any project that you are assigned to, on any technical platforms/skills and nature of the project or (ii) work night hours or (iii) work in shifts (including night shifts).

5.9 Regardless of any secondment to any of the Company's affiliated entity/business associate/joint venture or where you may be required to work overseas for any such entity for an extensive period, you shall at all times remain an employee of the Company exclusively and shall not be entitled to any such foreign salary or benefits (including medical insurance, green card sponsorship, etc.) payable or applicable to employees of such other Capgemini entities other than the salary and benefits specified in the Employment Letter and/or the salary and benefits that may be determined by Capgemini and communicated to you in writing.

5.10 Unless specifically authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company. You shall also not enter into any commitments or dealings on behalf of the Company for which you have no express authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous sanction of the Company.

5.11 During the period of employment, you agree not to draw, accept or endorse any cheque or bill on behalf of the Company or, in any way, pledge the Company's credit except so far as you may have been authorized by the Company to do so, either generally or in any particular case.

5.12 During the term of your employment, you shall not communicate with the media or with journalists in relation to the Company or its affairs, without obtaining a specific prior written permission from the Company.

5.13 You acknowledge and provide your consent vide Consent Letter for use of personal information including Sensitive Personal Data or Information ("SPDI") to the Company (a) to share your sensitive personal data or information about you and/or your dependents (wherever applicable) provided to the Company with third parties for purposes deemed appropriate by the Company from time to time; (b) to share information about you with affiliates of the Company for administrative purposes/audit and with clients/prospects in relation to any staff augmentation requirements; (c) to treat any personal data to which you have access in the course of your employment strictly in accordance with Company policies 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 you. You further acknowledge and consent for use of your personal images and voices in marketing material, videos, etc; and confirm that you have read and understood the Company's Privacy Policy in relation to the collection, processing, use, storage and transfer of SPDI and you agree to the terms thereof.

*Heaven*  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.I.S.T.E., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-806 201, KALLAKURICHI DT.



5.14 You agree to comply with all laws, ordinances, regulations applicable in relation to your employment with the Company including but not limited to the anti-corruption laws, anti bribery laws such as Prevention of Corruption Act, 1988 of India, the Foreign Corrupt Practices Act, 1977 of the United States and the Bribery Act 2010 of the United Kingdom and/or data privacy laws. Without limiting the generality of the foregoing, you represent and covenant that you have not, and shall not, at any time, during your employment with the Company, pay, give, or offer or promise to pay or give, any money or any other thing of value, directly or indirectly, to, or for the benefit of: (i) any public servant, government official, political party or candidate for political office; or (ii) any other person, firm, corporation or other entity, with knowledge that some, or all of that money, or other thing of value will be paid, given, offered or promised to a public servant, government official, political party or candidate for political office, for the purpose of obtaining or retaining any business, or to obtain any other unfair advantage, in connection with the Company's business.

5.15 You hereby represent to the Company that:

- a.) you are legally permitted to reside and be employed in India;
- b.) you have reviewed these terms and conditions and that you understand the terms, purposes and effects of the same;
- c.) you have accepted these terms and conditions only after having had the opportunity to seek clarifications;
- d.) you have not been subjected to duress or undue influence of any kind to accept these terms and conditions and these terms and conditions will not impose an undue hardship upon you;
- e.) you have accepted these terms and conditions of your own free will and without relying upon any statements made by the Company or any of its representatives, agents or employees; and
- f.) you have all requisite power and authority, and do not require the consent of any third party to accept our offer.

## 6. CONFIDENTIALITY:

6.1 This is a highly Confidential and Private document. You are required to maintain, at all times, the confidentiality and ensure that the contents or details of this Letter are not shared with anyone.

6.2 You are aware that in the course of your employment with the Company, you shall have access to Confidential Information. "Confidential Information" shall mean and include, but not limited to, proprietary, confidential, sensitive, personal information about inventions, products, designs, methods, know-how, techniques, trade secrets, systems, processes, strategies, software programs, content, data, techniques, plans, designs, programs, customer information, works of authorship, intellectual property rights, customer lists, employee lists and any other personally identifiable information about any employee of the Company or its affiliate or personally identifiable information of its customers or clients of its customers, user lists, vendor lists, content provider lists, supplier lists, pricing information, projects, budgets, plans, projections, forecasts, financial information and proposals, intellectual property, terms of this Letter and any other information which due to the nature or character of such information, any prudent person might reasonably under similar circumstances treat such as confidential or would expect the Company to regard such information as Confidential, all regardless as to whether such information is in written form or electronic form or disclosed orally before or after the date hereof.

6.3 You agree that you may receive in strict confidence all Confidential Information of the Company, its affiliates or its clients or prospective clients of the Company or its affiliates. You further agree to maintain and to assist the Company in maintaining the confidentiality of all such Confidential Information, and to prevent it from any unauthorized use.


6.4 You agree and confirm that, you will, at all times:

- a) maintain in confidence all such Confidential Information and will not use such Confidential Information other than as necessary to carry out the purpose for which it was shared with you;
- b) not disclose, divulge, display, publish, or disseminate any such Confidential Information to any person except with the Company's prior written consent;
- c) treat all such Confidential Information with the same degree of care that you accord to your own confidential information, but in no case less than reasonable care;
- d) prevent the unauthorized use, dissemination or publication of such Confidential Information;
- e) not copy or reproduce any such Confidential Information except as is reasonably necessary for the purpose for which it was shared with you;
- f) not share such Confidential Information with any third party (specifically those person who are in the same field of activities as that of the Company or are in direct or indirect competition to the Company);
- g) not use such Confidential Information in any way so as to procure any commercial advantage for yourself or for any third party or in a manner that is directly or indirectly detrimental to the Company;
- h) neither obtain nor claim any ownership interest in any knowledge or information obtained from such Confidential Information; and
- i) not use or attempt to use any such Confidential Information in any manner that may harm or cause loss or may be reasonably expected to harm or cause loss, whether directly or indirectly, to the Company, its affiliates or its customers.

6.5 All such Confidential Information shall remain the sole and exclusive property of the Company, and no license, interest or rights (including, without limitation, any intellectual property rights) to such Confidential Information, or any copy, portion or embodiment thereof, is granted or implied to be granted. Nothing in this Letter shall limit in any way the Company's right to develop, use, license, create derivative works of, or otherwise exploit its own Confidential Information.

6.6 You shall be under no obligation of maintaining confidentiality of such Confidential Information as per provisions of this clause if the information:

- a) was in your possession before receiving the same from the Company pursuant to this Letter;
- b) is or becomes a matter of public knowledge through no fault of yours; or

  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M. ISTE., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

c) is rightfully received by you from a third party without a duty of confidentiality.

6.7 If you are served with a court or governmental order requiring disclosure of any part of such Confidential Information, you shall, unless prohibited by law, promptly notify the Company before any disclosure and cooperate fully (reasonable expense to be borne by the Company) with Company and its legal counsel in opposing, seeking a protective order or limit, or appealing any such subpoena, legal process, request or order to the extent deemed appropriate by the Company.

6.8 Upon cessation of your employment with the Company or on a written request of the Company, whichever is earlier, you shall return or destroy (at the Company's option) any part of such Confidential Information that consists of original, and copies of, source material provided to you and still in your possession and, if requested by the Company, shall provide written confirmation to the Company to that effect.

6.9 You shall not, whether during your employment and/or after cessation of your employment, for whatever reason, use, disclose, divulge, publish or distribute to any person or entity, otherwise than as necessary for the proper performance of your duties and responsibilities under this Letter, or as required by law, any confidential information, messages, data or trade secrets acquired by you in the course of your employment with the Company.

6.10 If you are found to be in breach of this clause, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.

6.11 You shall maintain the confidentiality of all price sensitive information and shall handle all such information on a strict 'need to know' basis i.e. disclose only to those within the Company who need the information to discharge their duty. You shall not pass on such information to any person directly or indirectly by way of making a recommendation for the purchase or sale of securities. Further, during your employment, you shall be subject to applicable trading restrictions e.g. when the trading window is closed, you shall not trade in the Company or any of its affiliates' securities during such period.

## 7. INTELLECTUAL PROPERTY:

7.1 "Intellectual Property Rights" shall mean all industrial and intellectual property rights (including both economic and moral rights), including, without limitation, patents, patent applications, patent rights, trademarks, trademark applications, trade names, service marks, service mark applications, copyrights, copyright applications, databases, algorithms, manuscripts, computer programs and other software, know-how, trade secrets, proprietary processes and formulae, inventions, trade dress, logos, design and all documentation and media constituting, describing or relating to the above.

7.2 You represent that all services performed by you for the Company shall be your original work and shall not incorporate any third party materials or work in which you or any third party asserts an ownership interest or Intellectual Property Right. Provided that in the event the Company is held liable or is faced with a claim for your violation of any Intellectual Property Rights belonging to a third party, you undertake to indemnify the Company (and/or any of its affiliates, as the case may be) against any and all losses, liabilities, claims, actions, costs and expenses, including reasonable attorney's fees and court fees resulting there from.

7.3 If at any time during your employment with the Company, you (either alone or with others) whether or not during normal business hours or arising in the scope of your duties of employment make, conceive, create, discover, invent or reduce to practice any invention,

modification, discovery, design, development, improvement, process, software program, work of authorship, documentation, formula, data, technique, know-how, trade secret or any Intellectual Property Right whatsoever (including all work in progress) or any interest therein (whether or not patentable or registrable under copyright, trademark or similar statutes or subject to analogous protection) (collectively 'Developments') that:

- a) relates to the business of the Company (or its affiliate), or to its customers or suppliers, or to any of the products or services being developed, manufactured, sold or provided by the Company (or any of its affiliate) or which may be used in relation therewith;
- b) results from tasks assigned to you by the Company; or
- c) results from the use of premises or personal property (whether tangible or intangible) loaned, eased or contracted for by the Company or its affiliate,

such Developments (including all work in progress) and the benefits thereof shall immediately become the sole and absolute property of the Company, as works made for hire or otherwise, and you shall immediately disclose to the Company, without cost or delay and without communicating to others the same, each such Development and all available information relating thereto (with all necessary plans and models).

7.4 You hereby irrevocably, absolutely and perpetually assign any and all rights (including any Intellectual Property Rights) you may have or acquire in the Developments and all benefits and/or rights resulting there from to the Company and its assigns without additional compensation on worldwide basis. You acknowledge that the salary and other payments receivable by you from the Company is adequate compensation for such assignment. You hereby waive and quitclaim to the Company any and all claims of any nature whatsoever that you may now have or may hereafter have in and to the Developments (including all work in progress).

7.5 All such assignment of rights shall be perpetual irrevocable, universal and shall not lapse, even if the Company fails at any time to commercially exploit any such Developments. Notwithstanding the provisions of Section 19(4) of the Copyright Act, 1957, any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if the Company does not exercise the rights under the assignment within a period of one year from the date of assignment. You hereby agree to waive any right to and refrain from raising any objection or claims to the Copyright Board with respect to any assignment, pursuant to Section 19A of the Copyright Act, 1957. You further agree to assist and cooperate with the Company in perfecting the Company's rights in any of the Developments.

7.6 Any assignment of copyright hereunder (and any ownership of a copyright as a work made for hire) includes all rights of paternity, integrity, disclosure and withdrawal and any other rights that may be known as or referred to as 'moral rights' (collectively 'Moral Rights'). If, you are deemed under applicable law to retain any rights in any Developments, including without limitation any Moral Rights, you hereby waive, and agree to waive, all such rights. To the extent that such waivers are deemed unenforceable under applicable law, you grant, and agree to grant, to the Company or its assigns the exclusive, perpetual, irrevocable, universal and royalty-free license to use, modify and market the Development, without identifying you or seeking your consent.

7.7 If you are not employed with the Company at the time when the Company requests your assistance in connection with the foregoing, the Company will pay you for your reasonable time expended in complying with the above terms at an hourly rate equal to the effective hourly rate at which you were paid the Company immediately prior to your termination as an employee.

7.8 Should the Company be unable to secure the signature on any document necessary to apply for, prosecute, obtain, protect or enforce any Intellectual Property Rights, due to any cause, you hereby irrevocably designate and appoint the Company and each of its duly authorized officers and agents as your agent and attorneys to do all lawfully permitted acts to further the prosecution, issuance, and enforcement of the Intellectual Property Rights or protection in respect of the Developments, with the same force and effect as if executed

and delivered by you.

7.9 Notwithstanding the foregoing, you will also be bound by Capgemini's policy with respect to Intellectual Property.

## 8. CONFLICT OF INTEREST:

8.1 During your employment, you will not, directly or indirectly, whether alone or as a partner joint venture, officer, director, employee, consultant, agent, independent contractor or stockholder of any company, business or other commercial enterprise: (i) engage in any business activity similar in nature to any business conducted or planned by the Company, or (ii) compete in any way with products or services being developed, marketed, distributed or otherwise provided by the Company

8.2 You shall not undertake, whether directly or indirectly any full time or part time employment or operate or manage business of any kind whatsoever, so long as you are in employment with the Company.

8.3 During your employment if you become aware of any potential or actual conflict between your interests and those of the Company, then you shall immediately inform the Company about such conflict. Where the Company is of the opinion that such a conflict does or could exist, it may direct you to take appropriate action(s) to resolve such a conflict, and you shall comply with such instructions.

8.4 During the course of your employment, you shall not, either directly or indirectly, receive or accept for your own benefit or the benefit of any person or entity other than the Company any gratuity, emolument, or payment of any kind from any person having or intending to have any business with the Company.

8.5 To perform your duties towards the Company, you will have access to email, internet, Company assets (desktop, laptop, mobile phones etc.) and other Company infrastructure. You shall ensure that at all times your use of such facilities meets the ethical and social standards of the workplace. Further, your use of such facilities must not interfere with your duties and must not be illegal or contrary to the interests of the Company.

## 9. RETIREMENT/TERMINATION:

### a.) Retirement

- (i) You will automatically retire from employment with the Company on the last day of the month in which you complete sixty (60) years of age. It is hereby clarified that the Company reserves its right to change the retirement age.

### b.) Notice Period/Termination

- (i) During the probation period, your employment with the Company may be terminated (i) by you, upon giving the Company three months' written notice or at the Company's discretion, payment of gross salary in lieu of notice or (ii) by the Company, upon giving you two months' written notice or payment of gross salary in lieu thereof.

Upon confirmation, your employment with the Company may be terminated (i) by you, upon giving the Company three

months' written notice or at the Company's discretion, payment of gross salary in lieu of notice or (ii) by the Company, upon giving you three months' written notice or payment of gross salary in lieu thereof.

- (ii) Notwithstanding anything to the contrary, the Company reserves the right to relieve you from services of the Company only upon your satisfactory handover of all the duties and responsibilities assigned to you (including but not limited to any knowledge transfer and serving the notice period conditions).
- (iii) Notwithstanding the aforesaid or anything else to the contrary, the Company may suspend, dismiss, discharge or terminate your employment with immediate effect by a notice in writing (without salary in lieu of notice), in the event of (i) fraudulent, dishonest or undisciplined conduct by you, (ii) you committing a breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/property, (iii) your insubordination or failure to comply with the directions given to you by persons so authorized, (iv) your insolvency or conviction for any offence involving moral turpitude, (v) your breach of any terms or conditions of this Letter or the Company's policies or other documents or directions of the Company, (vi) you going on or abetting a strike in contravention of any law for the time being in force, (vii) you conducting yourself in a manner which is regarded by the Company as prejudicial to its own interests or to the interests of its clients or (viii) misconduct by you as provided under the labour laws and/or in the Company policies.
- (iv) In the event of willful neglect or breach of any of the terms hereof or refusal on your part to carry out the lawful instructions of any authorized officer of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice and with no obligation to pay you any compensation.
- (v) In case you absent yourself from duty continuously, without prior authorization, for ten (10) consecutive calendar days or more you shall be deemed to have left and relinquished the service on your own accord and such relinquishment of service shall be deemed as a repudiation of your employment. In such circumstances, the Company will have the discretion of (a) adjusting salary against the notice period of such abandonment and recover any outstanding dues towards payable to the Company; and (b) presume that you have voluntarily abandoned the services of the Company and strike off your name from the Company's payroll.

c.) Effects of Cessation of Employment


- (i) Upon cessation of your employment with the Company (whether by virtue of termination/resignation/retirement), you will immediately return to the Company all of the Company's Confidential Information, tools, assets, accessories, formulae, documents, specifications, books etc. in your custody, care of charge and obtain clearance certificate from the relevant person/office/department, on production of which alone your dues, if any, will be settled by the Company, failing which the Company reserves the right to adjust the dues against any amounts payable to you or separately claim the same from you or use available legal remedies to recover the assets or any other amount due to the Company.
- (ii) If any Letter of Authority or Power of Attorney is issued to you, you will undertake to return it on demand or immediately upon cessation of your employment with the Company.
- (iii) Upon cessation of your employment with the Company, the Company may require you to sign appropriate release terms without any additional compensation.

10. LIMITATION OF LIABILITY AND INDEMNITY:

10.1 Neither party shall be liable to the other party for any indirect, incidental, contingent, consequential, punitive, exemplary, special or similar damages, including but not limited to, loss of profits or loss of data, whether incurred as a result of negligence or otherwise, irrespective of whether either party has been advised of the possibility of the incurrence by the other Party of any such damages.

10.2 The Company's liability arising out of or in connection with this Letter, whether based in contract, tort (including negligence and strict liability) or otherwise, shall not exceed the amount paid by the Company to you for a period of three (3) months preceding the cause of action.

10.3 Notwithstanding anything to the contrary contained herein, you shall indemnify and keep indemnified the Company, its directors,

  
Dr. R. GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.

officers and employees from and against all claims, demands, actions, suits and proceedings (including any losses, damages, costs, charges and expenses), whatsoever that may be brought or made against the Company by any third party as a result of any act or omission, non-performance or non-observance by you of any of the terms and conditions of this Letter and/or arising from your failure to comply to any statute or enactment/s (including but not limited anti-bribery laws and data protection laws).

**11. MISCELLANEOUS:**

**11.1 Notice:** All notices to you in relation to your employment shall be in writing and in English language and shall be served either by hand delivery or by sending the same by registered post or by email (as per Company records) or by courier or by speed post addressed to the address mentioned hereinabove. It will be your responsibility to inform the Company of any change in your address and contact details including telephone numbers, personal email addresses etc.

All notices to the Company in relation to your employment shall be in writing and in English language and shall be served either by hand delivery or by sending the same by registered post or by courier or by speed post addressed to the Company's office address referred in the Employment Letter or by email with a physical copy by any of the abovementioned ways.

**11.2 Severability:** The parties acknowledge and agree that if any of the provision of this Letter is deemed invalid, void, illegal, and unenforceable that provision stands severed from this Letter and the remaining provisions of this Letter shall remain valid and enforceable.


**11.3 Publicity:** You shall not use the name and/or trademark/logo of Capgemini, its group companies, subsidiaries or associates before media (irrespective of the form whether print, audio visual, electronic etc.) in any other manner which is detrimental to the interest, image and goodwill of the Company and its affiliates without prior written consent of the Company. In the event you intend to share/disclose article which includes any information about the Company or its affiliates/customers for possible publication or dissemination outside the Capgemini group, you agree to inform the Company and obtain its prior written consent on the article you wish to disclose. Further, you agree to make such modifications/deletions/revisions to the article as are requested by the Company to protect its property/interest/reputation.

**11.4 Non-Disparagement:** During the term of your employment with the Company and at all times thereafter, you will not make any false, defamatory or disparaging statements about the Company, or the employees, officers or directors of the Company that are reasonably likely to cause damage to any such entity or person.

**11.5 Waiver:** No delay or failure of any party in exercising or enforcing any of its rights or remedies whatsoever shall operate as a waiver of those rights or remedies or so as to preclude or impair the exercise or enforcement of those rights or remedies. No single or partial exercise or enforcement of any right or remedy by any party shall preclude or impair any other or further exercise or enforcement of that right or remedy by that Party. Save as expressly provided in this Letter neither party shall be deemed to have waived any of its rights or remedies whatsoever unless the waiver is made in writing, signed by a duly authorized representative of that party and may be given subject to any conditions thought fit by the grantor. Unless otherwise expressly stated any waiver shall be effective only in the instance and for the purpose for which it is given.

**11.6 Integration:** This Letter alongwith its Exhibit constitutes the entire understanding between the parties and supersedes all previous agreements (written or oral) between the Parties in relation to its subject-matter.

**11.7 Survival:** Clauses 5.1, 5.13, 6, 7, 9(c), 10, 11.1, 11.7, 11.8 and 11.9 and any other clause which by its nature is expected to survive shall all survive the expiry/termination (for whatever reason) of the Letter and shall continue to apply.

  
DR. R. GURUMANI, M.E., Ph.D., M.B.A., M.I.S.T.E., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHY DT.

11.8 Dispute Resolution/Governing Law: The Parties to this Agreement shall make best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. All disputes, differences and/or claims arising out of these presents or as to the construction, meaning or effect hereof or as to the rights and liabilities of the Parties hereunder and which cannot be settled by mutual conciliation shall be referred to Arbitration to be held in Mumbai in English Language in accordance with the Arbitration and Conciliation Act 1996, or any statutory amendments thereof and shall be referred to a sole Arbitrator to be appointed by Capgemini. The award of the Arbitrator shall be final and binding on Parties. This Letter shall be governed and interpreted in accordance to the laws of India and the courts at Mumbai only shall have exclusive jurisdiction.

11.9 Rights to Injunctive Relief: You hereby expressly acknowledges that any breach or threatened breach by you of any of your obligations set forth in this Letter and/or any of the Company policies may result in significant and continuing injury and irreparable harm to Company, the monetary value of which would be impossible to establish. Therefore, you agree that Company shall be entitled to injunctive relief in a court of appropriate jurisdiction with respect to such provisions.

  
**Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.I.E.,**  
**PRINCIPAL**  
**IDHAYA ENGG. COLLEGE FOR WOMEN**  
**CHINNASALEM-606 201, KALLAKURICHI DT.**



## CONSENT LETTER

### For use of Personal Information & Sensitive Personal Data or Information

I, \_\_\_\_\_ residing at \_\_\_\_\_, do hereby provide my express consent to my employer, Capgemini Technology Services India Limited, having its registered office at No.14, Rajiv Gandhi Infotech Park, Hinjawadi Phase III, MIDC - SEZ, Village Man, Taluka Mulshi, Pune - 411057, Maharashtra (hereinafter referred to as the "Company", which expression shall unless repugnant to the context or meaning thereof mean and include its successors, nominees, assigns and administrators) as follows:

1. That I acknowledge and provide my consent to the Company to collect, store, process, transfer and share my personal information and sensitive personal data or information and information of my dependents wherever applicable, (including sensitive personal information like bank accounts, PAN, blood group, biometric information, medical record, email addresses etc.) for purposes deemed appropriate by the Company from time to time, including but not limited to:

- a) background verification agencies for the purpose of verifying the information submitted by me basis which I have been made an offer of employment,
- b) payroll processing agencies for processing my payroll (including reimbursement claims),
- c) law enforcement agencies,
- d) to comply with a judicial/quasi judicial order,
- e) auditor (including internal auditors, statutory auditors or Capgemini's clients or their auditor) for the purpose of audit,
- f) insurance companies for the purpose of group insurance, personal accident insurance etc.
- g) service providers providing services for biometric access to office premises for monitoring attendance.
- h) foreign consulates, embassies etc and service providers (including travel agents) for the purpose of processing of visa, work permits etc.

2. Further, I also acknowledge and provide my consent to the Company to transfer and share (within India and outside of India) such information with:

- a.) affiliates of the Company for administrative purposes and/or audit;
- b.) clients/prospects in relation to any staff augmentation assignments.

3. That I agree and confirm that this consent letter shall be construed in accordance with the laws of India and the courts in Mumbai shall have exclusive jurisdiction to adjudicate upon any dispute that may arise in relation to this Consent Letter.

4. That should any provisions of this consent letter be held by a court of law to be illegal, invalid or unenforceable, the legality, validity and enforceability of the remaining provisions of this consent letter shall not be affected or impaired thereby.

5. I hereby declare that the execution of this consent letter has been done out of my own free will and consent and without any undue force or coercion in any manner whatsoever.

6. I am aware that I have the right to access and rectify my sensitive personal data or information provided to the Company and corresponding obligation to immediately update my sensitive personal data or information in Company's records in the event of any change.

7. I am aware that Company has adopted security practices and procedure to ensure that the information collected is secure and these are available on the Company's intranet.

This consent letter shall come into force immediately upon its execution by me.

Name:

  
**DR. R. GURUMANI**, M.E., Ph.D., M.B.A., M.I.S.TE., F.I.E.,  
PRINCIPAL  
IDHAYA ENGG. COLLEGE FOR WOMEN  
CHINNASALEM-606 201, KALLAKURICHI DT.