

Dear Meghana,

Internship at UTI AMC Ltd.




With reference to your application, we are glad to engage your services as Trainee at UTI AMC Ltd. on the following terms and conditions:

1. The internship will be extended for a period of 6 months starting from 1st July 2024 to 31st December 2024.
2. The work schedule will be as mentioned below—
5 days a week from Monday to Friday (9:30 am to 5:45 pm) However, depending on office needs and demands of the job, you will be required to extend work on Saturday.
Office Hours – Monday to Friday– 8.15 hours per day (inclusive of ½ hour lunch break).
3. You will be entitled to reimbursement of transportation cost incurred for official purposes (subject to approval of your reporting officer) to the extent of INR 5,000/- per month. No other expenses of whatever nature like telephone, stationary etc. would be payable during the internship period.
4. *The training is purely temporary in nature.* It does not entitle you to any claim for employment with UTI AMC Ltd. and to any facility that may be available to regular employees of the Company.
5. Your internship shall be with the Department of Human Resources of UTI AMC Ltd. Your Reporting Manager will be Ms. Bhavna R Tiwari, Executive Vice President & Head-Human Resources. You can connect with her at bhavnartiwari@uti.co.in



UTI Asset Management Company Ltd.

UTI Tower, 'Gn' Block, Bandra Kurla Complex, Bandra (E), Mumbai - 400051. Phone: 022-66786666, Website: www.utimf.com

 [www.twitter.com/utimutualfund](https://twitter.com/utimutualfund)  www.facebook.com/utimutualfund  www.linkedin.com/company/uti-mf

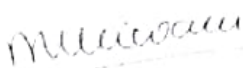
Mutual Fund investments are subject to market risks, read all scheme related documents carefully.

6. Leave, if any, will be with the consent of your Project Guide.
7. You will not be entitled to any accommodation facility during your engagement with the company.
8. At the end of the training, you would be required to submit a Project Report in writing on your observations / findings / recommendation. You will also receive a certificate from UTI AMC Ltd. for mandatory submission to your Institute.
9. You will always carry yourself in a professional and dignified manner. Any act or behaviour of unprofessional or non-dignified nature would evoke a disciplinary action on your part.
10. Terms and conditions as mentioned above are subject to change based on business exigencies and organizational requirement.

You understand, accept, agree and undertake that all information, data, details, materials, guidelines and any other information whatsoever, whether in physical or soft form ("Information"), which may be provided or communicated due to any reason whatsoever, by or on behalf of or for UTI Asset Management Company Ltd./UTI Trustee Company Pvt. Ltd. to you or to which you may become privy pursuant to or in connection with this internship and/or in the course of performance of your work pursuant to this internship, shall be kept strictly private and confidential by you. Such Information or any part thereof shall not be disclosed, divulged, or allowed or caused to be divulged to or accessed by any other person/third party nor shall it be used/dealt with in any manner whatsoever for any purpose other than for the performance of your obligations under this internship.

Thanking you,

Yours faithfully,



Bhavna R Tiwari
Executive Vice President- I & Head
Human Resources



Meghana Maliyadri
Trainee
Department of Human Resources



Anushka Sarade

Offline Personal Trainer | Pune

I've been actively working in the industry for the past two years, dealing with different populations and various stems like PCOS/PCOD, stress management, yoga, mobility and strength training.

With lifestyle changes, most females deal with issues like PCOD and hypothyroidism. These recurring cases need to be dealt with with medicines, proper nutrition, and exercise.

Being called lifestyle diseases, these can only be controlled by taking control of your lifestyle.

As a fitness instructor, I will guide you through it and help you build a healthy body and mind.



Anushka Sarade
Offline Personal Trainer

100++ Transformations

Specializations

Serviceable Area

Number of Sessions: 12

12

₹ 9,999.00 INR

ENROL NOW

INR



JOINING REPORT

To

Date :- 03/07/24

The Principal
Abeda Inamdar Senior College
of Arts, Science & Commerce (Autonomous)
Azam Campus, Camp
PUNE - 411 001

Respected Madam,

With reference to the Appointment Letter No. AISC/Appt./ /2024-25 dated _____

I, the undersigned ~~Mr./Ms./Dr.~~ Arshiya Shaikh hereby accept and ready to join on the post of Assistant Professor in the Department of Sociology in faculty of humanities in Under Graduate / Post Graduate section at Abeda Inamdar Senior College of Arts, Science & Commerce, Pune on Full Time/Clock Hour Basis on grant in aid/non grant post.

I have joined my duties in the College on 03/07/24 fore noon/after noon.

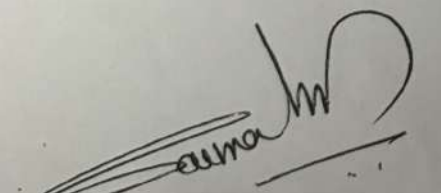
Thanking you,

Yours faithfully

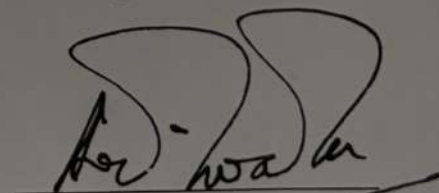
Sign :- Arshiya

Name :- Arshiya Shaikh

Deptt. :- Sociology


Head of the Deptt.




PRINCIPAL

← Message details

Your A/c No xxxx8880 has been credited by Rs. 15,550.00 on 04-SEP-[2024 00019](#) NEFT MSLMH[24248000137](#) M S MCES AB . A/c Bal is Rs. 16,214.63CR and AVL Bal is Rs.16,214.63-MAHABANK

SMS • 6:09 pm

From
JX-MAHABK

Received
Wednesday, 04 Sep 2024 · 6:09 pm

Sent
Wednesday, 04 Sep 2024 · 6:09 pm



**To,
Ms. Mrinal Kokre.**

Sub: OFFER LETTER

Dear **Mrinal,**

It is our pleasure to extend the following offer of employment to you on behalf of **Itvedant Education Pvt. Ltd**, further to the interview and discussions you have had with us. You are expected to join duty on or before **26th June 2023**.

You are appointed to the position of **Assistant Trainer at Pune** and in this capacity, you will report directly to **Mr. Aditya Kale**.

You will be on a probation period of six months.

Your **annual CTC** will be **Rs.290000/- Per Annum**.

You will need to submit copies of all your original qualification documents, relieving documents, and salary slip (if any) of the last three months with a copy of each, Address Proof, Photo Identity Proof and 3 passport size photographs on the date of joining. This employment offer is subject to clearance of your reference check and documents.

We look forward to an enduring relationship with you.

Yours Sincerely,

For **Itvedant Education Pvt. Ltd**



Authorized Signatory



Verified by



SADHU VASWANI MISSION'S
ST. MIRA'S COLLEGE FOR GIRLS

[An Autonomous College Affiliated to the Savitribai Phule Pune University]
(Empowered Autonomous College Status)

[ARTS, COMMERCE, SCIENCE, BBA, BCA]

6, Koregaon Road, Pune - 411001. [INDIA]

Ph./Fax : 26124846 E-mail : info@stmirascollegepune.edu.in

NAAC 4th Cycle - A grade

Dr. Jaya Rajagopalan
Principal Incharge

PU/PN/AC/015/(1962)
College Code No. 013

Ref: No.: S-6/2024-25/2

15.7.2024

To,
Ms. Sehgal Gurpreet Kaur,

Subject: Appointment to the post of Full Time Teacher in Computer Science (Degree College)


Madam,

I have the pleasure to inform you that you are hereby appointed as a Full Time Teacher in Computer Science (Degree College) from 1.8.2024

1. Your appointment is purely temporary upto the academic term 30.4.2025
2. Your appointment may be terminated, at any time in the event of unsatisfactory services after serving you a notice period of one month. You may terminate your services after serving a notice of three months (excluding holidays and / or vacation period) or reimburse three months salary in lieu thereof where the period spent in service is more than six months.
3. You will be governed by the service rules as prescribed by the government in the S.S.Code and Maharashtra Employees of Private School (Conditions of service) rules 1981.
4. You shall have to undergo a medical examination by a Registered Medical Practitioner within three months from the date of joining the post. Your appointment shall be conditional pending the receipt of physical fitness from the doctor.
5. You will be allowed to join the duties on producing of:-
 - (a) Two passport size photographs,
 - (b) Discharge certificate from previous employer (if any).
6. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (READ) on the address given shall be deemed to have been acknowledged duly signed by you.



7. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
8. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.
9. You will accept the workload (within the prescribed limit) as decided by the authorities.
10. You are required to deposit all original marksheets with the College. These will be returned only on compliance of exit clause mentioned in point 2 above.
11. During your period of appointment you will not be allowed to apply for any outside post without routing your application through the proper channel.


Dr Jaya Rajagopalan
Principal Incharge

To:-

- 1) Ms. Sehgal Gurpreet Kaur
- 2) Accounts Section.



**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

24-Mar-2022

Pallavi Vijay Nalage

C10942767

Tanishq Housing Society, Flat No E-302, Kharadi, Pune.

Subject: Offer of Employment (“Offer”)

Dear **Pallavi**,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Center, India as per the below terms and conditions:

Job Profile - System and Application Services Associate

Management Level – 12



Please refer to:

Annexure I for the compensation and benefits details.

Annexure II for the documentation to be submitted by you.

Terms of Employment.

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Dec 2021



1

Candidate's Signature _____

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

At Accenture, the health and well-being of our people, our clients and the community is our top priority. We are also committed to complying with all government safety protocols as we bring our people to our offices. To operate offices at full capacity, there is a growing mandate from government authorities to have all employees vaccinated against COVID-19. Considering this, we expect all our employees to be vaccinated. Therefore, you should ensure to take both doses of the COVID-19 vaccine before onboarding, unless your second dose is due post onboarding, and in that circumstance the second dose should be taken within the government prescribed timelines.

Please note that compliance with these provisions is a condition precedent for the offer or your continued employment with the Company.

Fundamental Skill Primers Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes an online learning module - Fundamental Skill Primers. This document further enhances and details of the learning opportunities and terms of training / assessments that were previously mentioned in your Letter of Intent.

- The learning module of this program is typically made available to you to give you a reasonable time to learn at your pace and comfort.
- After completing the Fundamental Skill Primer Learning, you will need to go through the Fundamental Skill Primer assessment.

Upon joining the Company further Stream training program(s) will be conducted for a specific duration on the specific skill set assigned to you. Periodic assessments will be conducted throughout this training program which you are expected to clear. Each of such assessments including Primer assessment will add towards your final score. A min. of 60% will need to be scored for successful clearance. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 60% marks to clear the stream learning assessments.

Your employment with Accenture is subject to your successful completion of the Stream training program and assessments as mentioned above. If you are unable to clear the Stream training assessments in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

By completing 100% of Fundamental Skill Primer online modules before the Fundamental Skill primer assessment and scoring 75% or above in the Fundamental Skill Primer assessment, a potential new joiner will be eligible for a learning Incentive of INR 10,000.



After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

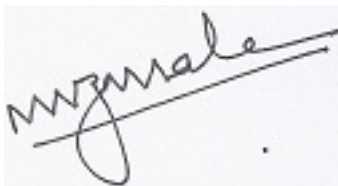
To indicate your acceptance of this offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company- (<http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx>). This online, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history-as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to <http://indiacampus.accenture.com/myzone/accenture/auth/login>.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,



Mahesh Vasudeo Zurale

Senior Managing Director
Lead, Advanced Technology Centers, India



ACKNOWLEDGED AND AGREED:

Pallavi Vijay Nalage

Date:

ANNEXURE 1

COMPENSATION & BENEFITS

Annual Total cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,00,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	25,500
Maximum Annual Total earning potential (A+B)	3,25,500
(C) Additional Notional Benefits	
# (C) Gratuity as per law + Benefits	8,000
Annual Total Earning Potential + Additional Notional Benefits (A+B+C)	3,33,500

(A) Annual Fixed Compensation

Your annual fixed compensation is INR 3,00,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms.

Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

As part of your annual total cash compensation, you will be eligible to participate in the FY22 Local Variable Bonus program (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB program guidelines. The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

Note: For International Worker Only*

As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.



*As defined by applicable law from time to time.

Benefits applicable for current Company Financial year:

In addition to your annual total cash compensation, effective your date of joining, you will be eligible for following benefits, which will be governed by Company policy:

1. Medical Insurance for self, spouse and 2 dependent children up to INR 300000/- per annum.
 - a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law and siblings up to INR 1000000/- & any additional child up to INR 500000/- under a separate Insurance plan. You also can avail optional Top-Up and/or Critical Illness Policy for yourself and your dependents (spouse and 2 children) up to INR 1000000/-. The entire premium for this will have to be borne by you. These plan allow for coverage of pre-existing ailments.
 - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under :
 - 10% of such claims for self, spouse and 2 dependent children.
 - 20% of such claims for parents, parents in-law, siblings, and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your annual fixed compensation.
 - a) You have the option of availing Supplemental Accident cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with a minimum cover of INR 500000/-. You have the option of availing Supplemental Life cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.
4. Gratuity as per The Payment of Gratuity Act, 1972.
5. You will also be eligible for the Employee Stock Purchase Plan, which will provide a 15% Discounted Rate on ACN Stock traded on NYSE.

Employee Stock Purchase Plan (ESPP): The Employee Share Purchase Plan gives the employee an opportunity to purchase Class A common shares in Accenture Limited at a discount through payroll contributions. By participating in this plan, an employee can develop his / her ownership in Accenture and increase his/ her stake in Accenture's success.

In addition to the above, you will also be eligible for the following benefits:

1. [#](C)Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of one (1) year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your settlement to the extent possible.



The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month.

This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.



ANNEXURE 2

Mandatory documentation at the time of onboarding:

- Two copies of your recent passport size photographs.
- Original & Copy of X, XII and all semester mark sheets of PG / UG Degrees.
- Original & Copy of Degree/PG/Diploma (as applicable) certificates.
- Pan Card
- Passport copy , if available (if not please apply immediately)
- Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others.

Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhaar details and seeding Aadhaar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.



APPOINTMENT LETTER

Date: 1st February 2024

To,

Harshada Manjare,

Varchi Ali, Golegaon,

Pune, Maharashtra - 412105

Dear Harshada,

Omniscient Software Private Limited ("Company") hereby appoints you (the "Employee") in and with the position and title of **Associate Solutions Engineer** with the Company on the following terms and conditions:

1. Remuneration

- i. In consideration of the Employee's full-time employment with the Company, the Employee shall be paid a monthly salary as set out in **Schedule I** in accordance with the Company's regular payroll practices.
- ii. The Company may modify the salary structure at any time without prior notice, and the Employee's package of remuneration may be altered due to this change. The effect of the modification on the Employee's emoluments will be communicated to the Employee at such times.
- iii. Salary, allowances and all other payments/benefits will be governed by the Company's Policies and rules as well as statutory provisions in force from time to time and is subject to deductions of appropriate taxes at source.
- iv. The Employee's remuneration package is strictly confidential and should not be discussed with anyone within the Company or outside the Company.



2. Reimbursements

The Company will reimburse the Employee on actuals for all local travel in the course of the Employee's work and for any expenses involved in entertainment of existing or potential clients, provided that such expenses are approved in advance in writing by the Employee's immediate superior. The Employee shall provide the Company with such vouchers and other evidence of actual payment of such expenses as the Company may reasonably require.

3. Increments and Promotions

- i. The Company will conduct regular performance reviews to evaluate the Employee's performance and contribution to the Company, and to ascertain the Employee's capability to execute the role and responsibilities entrusted to the Employee by the Company.
- ii. The Employee's overall performance will be evaluated by the Company's management and any promotions and/or increments may be declared, as deemed appropriate by the Company, based on the evaluation.
- iii. Promotions may be declared at any time of the year based on the availability of the new position. Any changes in compensation due to promotion will be effective immediately on and from the date of the promotion.

4. Leave Benefits

- i. The Employee will be eligible for leave as per the Company's standard leave policy for that calendar year. The corresponding fraction of leave shall accumulate to the Employee's leave account every end of month.
- ii. All plans for leave must be communicated at the earliest (at least 30 days prior) to the Employee's immediate superior for approval. The prime considerations for approval of leave would be the status of the Employee's ongoing projects.
- iii. Any unavailed leave will lapse at the end of the calendar year. Leave shall not be carried forward to the next year, unless leave has been repeatedly denied by the Company due to project schedules.

5. Office Timings and Location

- i. Unless otherwise intimated by the Company, the Employee will be based out of the Company's offices in Pune and the Employee's work schedule will be as specified by the Company's standard policy for that financial year. The rules of the Company regarding working hours and weekly offs are subject to change without any prior notice. In case the Employee is working-from-home ("WFH"), the working hours will remain the same as it would have been if the Employee was present at the Company's office in Pune. Employee's exercise of the WFH and activities during the WFH period shall be strictly as per the directions of the [reporting senior] of the Employee.



- ii. The Employee will be either located in the Company premises, or posted to client sites at any location in India or abroad. In either case, the Employee's timings will be scheduled to match with the client's business hours. The Employee will have to work on any shift, as may be warranted by the Company's/client's work requirements. Further, in case the Employee is posted to a client site, the Employee will strictly follow any work related guidelines as applicable at the client's office.
- iii. If necessary the Employee shall work such additional hours as may be necessary to perform duties effectively and in accordance with Company's policy in that behalf and it is agreed that the Employee shall not be entitled to receive any additional remuneration for work done outside his / her normal hours of work.
- iv. In case the Employee is required to work on any day that is a scheduled holiday, the Employee shall be eligible to a compensatory holiday at the discretion of the Employee's immediate superior. The compensatory holiday must be taken within a period of 1 (one) month from the missed holiday. No monetary compensation will be made against any unavailed holiday.
- v. The Employee may be transferred to any other offices, project locations, divisions, departments etc. or deputed to any organization, or posted at any of their offices, projects locations, divisions, and departments etc. at anytime, anywhere in India or abroad. In the event of such a transfer/deputation, details of the terms and conditions including modification, if any, in the Employee's remuneration etc. will be communicated to the Employee at the appropriate time. It is hereby clarified that in the event of the transfer of the Employee to any other location or country in pursuance of his/her employment, the Employee shall not be eligible for any additional remuneration or relocation allowance or benefit other than as expressly specified in writing by the Company.

6. The Employee's Duties and Obligations

- i. Employee will be required to join the services of the Company from **1st February 2024**. The Employee, as **Associate Solutions Engineer** of the Company shall be entrusted with duties as may be indicated to him by the Company from time to time.
- ii. The duties and functions of the Employee may be modified at the discretion of the Company from time to time. The Employee shall comply with all operating Policies (as defined below), procedures and practices of the Company as regards his duties.
- iii. The Employee shall devote his whole working time, attention and energies to the business of the Company as may be necessary and shall use his best endeavors to promote the interest and welfare of the Company. The Company shall be entitled to all the benefits and profits arising from such work and effort of the Employee.
- iv. During the term of the employment, the Employee shall not directly or indirectly engage himself in any other business, occupation or employment, whether or not such activity is pursued for profit, gain or otherwise and the Employee shall not render any other commercial or professional services or participate in any other commercial activity whether on a full time or a part time basis. Contravention of this provision shall result in immediate termination of the Employee's services, with no liability on



the part of the Company for payment of compensation in lieu of the notice period required to be served by the Employee.

- v. The Employee will perform and discharge all duties and functions assigned by the Company in a faithful, competent and professional manner.
- vi. The Employee agrees to maintain proper discipline and dignity during the course of his employment with the Company.
- vii. The Employee agrees and undertakes that he shall not either directly or indirectly receive or accept for his benefit any commission, rebate, discount, gratuity, money or gift from any individual, firm, company or any other legal entity having or who has had any business connection with the Company as well as from any employee/official of the Company (other than the regular compensation of the Employee).
- viii. The Employee agrees and undertakes that he will not execute any instrument; or grant or transfer any rights, title and interests inconsistent with the terms and conditions of this appointment letter.
- ix. The Employee undertakes that he has been given the opportunity to read the terms and conditions of the various policies, procedures and processes of the Company (collectively the "Policies") including but not limited to the leave and attendance policy. The Employee further undertakes that he will be bound to all the terms and conditions of the Policies and any violation thereof shall subject the Employee to appropriate disciplinary proceeding(s). The Company's decision on all such matters shall be final and binding on the Employee. The Employee understands that such Policies are subject to review and may be modified periodically and all such modified Policies shall be applicable to the Employee.
- x. The Employee shall execute the Confidentiality and Non-Solicitation Undertaking ("CNSU") in the form and manner as specified by the Company and agree to abide by the terms and conditions thereof and any subsequent amendments thereto.
- xi. The Employee acknowledges and undertakes that his position with the Company requires and will continue to require the performance of services which are special, unique, extraordinary and of an intellectual character and has placed and will continue to place the Employee in a position of confidence with the clients of the Company, and accordingly that the restrictive covenants mentioned herein and as mentioned in NDA are necessary in order to protect and maintain the goodwill acquired by the Company.

7. Employee's Representations

The Employee represents and warrants that:

- i. The Employee has furnished to the Company the supporting documents as set out in Schedule II to this appointment letter. All documents furnished to the Company by the Employee as set out in Schedule II and all facts disclosed herein are true and accurate;



- ii. the Employee has no commitments to his/her former employers or other entities which would restrict him/her from joining the Company and he/she has not taken or otherwise misappropriated and does not have in his/her possession or control any confidential and proprietary information belonging to any of his/her prior employers or connected with or derived from his/her services to prior employers;
- iii. the Employee's performance of the provisions of this appointment letter shall not breach and/or constitute a breach of the Employee's obligations to any other individual, firm, company or any other legal entity;
- iv. the Employee has not derived or is likely to derive any direct or indirect interest or benefit through or in connection with any contractual arrangements, dealings, transactions or affairs of the Company and/or any transactions which are likely to be detrimental to the Company;
- v. the Employee is not subject to any contractual restriction, obligation, agreement, arrangement, contract, understanding, court order or otherwise, that will in any way, directly or indirectly limit or restrict him in performing his duties on behalf of the Company or prevent the Employee from performing all or any of the obligations, terms and conditions of this appointment letter.
- vi. the Employee does not have any business interests that are similar to or in conflict with the Business of the Company;
- vii. the Employee has no Intellectual Property developed, created or owned by him/her prior to commencement of his/her employment with the Company is proposed to be used by him/her during the course of his/her employment with the Company;
- viii. the Employee has disclosed all material and relevant information which may either affect his/her employment with the Company currently or in the future or may be in conflict with the terms of his/her employment with the Company, either directly or indirectly;
- ix. the Employee acknowledges that it is unlawful and against company policy to sexually harass any person or discriminate against any person on grounds of race, colour of skin, national or ethnic origin, belief or sexual orientation;
- x. the Employee's acknowledges that his / her employment with the Company is conditional upon satisfactory feedback from his / her references and necessary background, academic, medical, financial and criminal checks. The Company reserves the right to perform background and reference checks at any time during his / her employment when Company deems it necessary;
- xi. the Employee's acknowledges that the Company reserves the right to get him / her checked medically by a doctor when it deems necessary. His / her employment with the company is liable to be terminated on being found physically or mentally unfit by a medical practitioner, appointed by the Company. Further, in case of continuous absence due to ill health beyond 3 months, the Company reserves the right to terminate his / her employment;
- xii. the Employee's acknowledges that the Company reserves the right to monitor, intercept, review, access



his / her computer / laptop, internet, emails and other communication facilities given to him / her by the Company during his / her employment with the Company;

8. Indemnity

Without prejudice to any other right available to the Company under Law or contract or in equity, the Employee shall compensate, indemnify, defend and hold harmless the Company, its affiliates, directors and officers (collectively, the "Indemnified Parties") from and against any and all losses, liabilities, damages, deficiencies, demands, claims (including third party claims), actions, judgments or causes of action, assessments, interests, penalties and other costs or expenses (including, without limitation, reasonable attorneys' fees and expenses) ("Losses") incurred or suffered by or imposed upon or asserted against the Indemnified Parties based upon or arising out of or in relation to or otherwise in connection with (i) any inaccuracy in any of the representations contained in this appointment letter; (ii) any breach of any of the covenants, undertakings, obligations and/or agreements contained in this appointment letter by the Employee; and (iii) non-compliance of any applicable laws by the Employee.

9. Termination and Consequences

i. Termination without Cause:

Either party shall have a right to terminate the Employee's employment, at any time, without cause.

In the event the employment is proposed to be terminated anytime within 3 (three) month of Probation period from the Employees appointment date then either party can terminate the employment by giving a written notice of 15 (fifteen) days to the other party.

In case the employee is doing an Internship with the company, then the period of internship is considered as running concurrently with the Probation Period, and the above condition will apply with the same terms during the internship period.

Any leaves taken during the notice period will be a loss of pay for the employee.

If the employment is proposed to be terminated any time after completion of the Probation Period or Internship Period, then either party will required to provide a written notice of 90 days to terminate the employment.

For resigning from Omniscient, you are required to serve a notice period as per the policy of resignation and as applicable at the time of departure. In case of a shortfall of notice period, the relieving date shall be the prerogative of the company, and shall be within the notice period. Further, the company reserves the right to recover an amount equivalent to the consolidated salary for the number of days of shortfall.



During the aforementioned notice periods, the Company may, at its sole discretion, require the Employee to perform his/her services without accessing the Company's or the client's office premises and without having access to any confidential information/material of the Company or the client(s), if possible.

In the event the Employee wishes to terminate the employment, the Company, in its sole discretion, may waive the notice period partly or fully without paying the Employee any salary or compensation for the notice period so waived and also to decide whether the notice period shall run concurrently with the period of any leave which may be granted to the Employee. In any case, Employee's accrued leave will not be adjustable against the notice period.

ii. Termination for Cause:

The Company shall be entitled to terminate the Employee's employment with the Company with immediate effect upon provision of notice in writing to this effect to the Employee, if in the opinion of the Company, the Employee:

- a. neglects or fails to attend to the business or comply with the directions of the Company; violates any Policy of the Company or applicable statutory and regulatory policies, enactments, rules or regulations, misappropriates any property of the Company, indulges in acts of moral turpitude, carries out any dishonest or fraudulent conduct or act or any breach of trust or breach of faith whether or not the same causes any actual harm or damage or loss to any individual, firm, company or any other legal entity including the Company, is guilty of misconduct while discharging his duties or indulges in any act of commission or omission bringing disrepute or notoriety or adverse publicity to the Company or is in any way, or may at any time be, in a position, which the Company believes, prevents or will prevent him from fulfilling his duties or functions under this appointment letter; and/or
- b. has made any false and/or incorrect representations under this appointment letter; and/or
- c. is convicted of a criminal offense; and/or
- d. breaches any of the provisions of this appointment letter, the NDA and/or the prevalent Policies.
- e. Your Appointment is subject to Background Verification of Documents & Reference checks. Company has all the rights to take appropriate action against false information provided.

iii. The Employee agrees that any time after the termination of his employment, he shall not disparage the Company, its officers or employees (including but not limited to any related or associated entity or client and their officers and employees).

iv. Upon the termination of the Employee's employment with the Company for whatever reason, the Employee will be required to undergo the exit procedure as per the exit policy of the Company including return, without delay or demur, to the Company all its property of every nature and description including but not limited to personal computers, software, manuals, identity cards and all other items belonging to or issued by or on behalf of the Company in the course of or in connection with the Employee's employment with the Company. On the termination date, the Employee shall sign and deliver to the Company such declarations as the Company may reasonably require. It is further agreed and understood that until such time as all the Company's property is returned, the Company shall be entitled to initiate legal proceedings for breach of this appointment letter (and without prejudice to

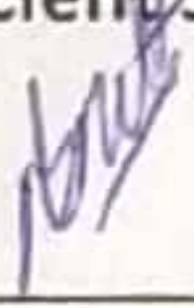


any other rights or remedies that the Company may have under law or equity), and be entitled to recover the full value of the said property(ies) from the Employee. The Employee recognizes and agrees that the Company shall be entitled to recover from the Employee and the Employee shall be bound and liable to make good to the Company any loss incurred or suffered by the Company on account of misuse of the Company's property by the Employee and/or any damage occasioned to the Company's property whilst in the custody of or entrusted to the Employee.

If the terms and conditions offered in this appointment letter are acceptable to the Employee, the Employee shall return the acceptance copy (attached) to the undersigned, affixing Employee's signature on the last page and initials on the other pages (including annexures).

Yours Sincerely,

For Omniscient Software Pvt. Ltd.



Milan Mehta

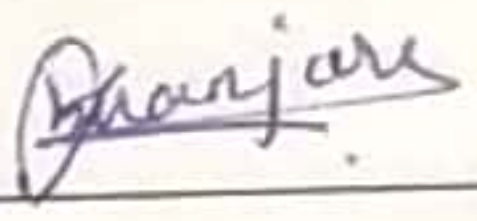
Authorized Signatory

Director

I agree to accept this employment, to the exclusion of all other employments and engagements, on terms and subject to the conditions mentioned in the above letter of appointment and will commence my employment on 1st February 2024

Name: Harshada Manjare.

Date: 28/02/2024

Signature: 



Schedule IRemuneration Package

<u>Compensation Structure (INR)</u>		
<u>Earnings</u>	<u>Monthly</u>	<u>Annual</u>
Basic Salary		
House Rent Allowance	22,500	2,70,000
Statutory Bonus	9,000	1,08,000
Personal Allowance	1,900	22,800
Sub-total (A)	8,718	1,04,616
Deductions as per Statutory Requirements in India		
PF Contribution Employee	1,800	21,600
Professional Tax	208	2,500
ESIC Contribution of Employee (0.75 X A)	-	-
Income Tax (Basis IT-Rules & your Supporting Docs)	-	-
Sub-total (B)	2,008	24,100
Company Contributions		
PF Contribution of Employer	1,800	21,600
ESIC Contribution Employer (3.75% X A)	-	-
Gratuity ¹	1,082	12,984
Sub-total (C)	2,882	34,584
Other Earnings		
Annual Variable Bonus ²		-
Sub-total (D)		-
Annual Cost to Company (A+C+D)		5,40,000

¹You will be entitled to receiving Gratuity under Payment of Gratuity Act, 1972 upon termination of your employment with the Company, subject to completion of continuous service of five years with the company. Further, and subject to the applicable company policy as may be applicable from time to time, the upper ceiling will be the amount as may be prescribed by the Payment of Gratuity Act, 1972.

²The Annual Variable Performance Bonus will depend on a performance of the Company as well as your Team & Individual Performance and is subject to you being employed with the Company at the time of pay out.





Ubisoft Offer : Junior Game Tester (L1)

Inbox



Mayuri Saxena Nov 1

to me, Radhika



Hello Pratiksha,

Congratulations!!!

You have been offered the position of "Junior Game Tester (L1)" with Ubisoft Entertainment India Pvt. Ltd.!!

We are happy to welcome you to the Ubisoft team!!

Your joining date will be 6th November' 23 physically in Pune studio. You will receive the further details soon.

Please note Ubisoft employees are also entitled to a target performance bonus up to 10%; your annual Variable component i. e. performance bonus is not guaranteed and will be based on the achievement of the project and performance milestones.

Request you to kindly review the salary structure and share your





Request you to kindly review the salary structure and share your acknowledgement on or before 1st November by 4:00 PM

BASED ON 50% AS BASIC FOR PF CALCULATION		
Components	Monthly (in Rs)	Annual (in Rs)
Basic	15,000.00	1,80,000.00
HRA	4,500.00	54,000.00
Entertainment Allowance	4,481.00	53,772.00
Employers Contribution to PF	1,800.00	21,600.00
Fixed CTC (A)	25,758	309,091
Gratuity	7,100	85,200
**Bonus	2,578	30,936
Total CTC (B)	29,055	348,654
Deductions	Monthly (in Rs)	Annual (in Rs)
Employers Contribution to PF	1,800.00	21,600.00
Employers Contribution to PF	1,800.00	21,600.00
Income Tax		
Soc Sec / Med / Coupons		
Professional Tax	200	2,400
Total Deductions (C)	3,800	45,700
	Monthly (in Rs)	Annual (in Rs)
Net take salary =(A)-(C)	21,958	263,391

IMPORTANT NOTES

- **Bonus:** Bonus will be paid annually based on the company's and individual performance.
 - In Lieu of Statutory Bonus.
- **Statutory Contributions/Deductions:** Amounts towards statutory contributions/deductions as per eligibility are Provident Fund, ESI, Labor welfare fund, Income Tax, Professional Tax, or any other applicable laws will be deducted from the applicable notes. Note: Fixed CTC (cost to company) includes the company's contribution to Provident Fund.
- **Gratuity:** It will be administered according to the prevailing law and policies of the company and uniform basis for all the employees.
- **Profession tax:** deducted is Rs. 200 per month from April to February and Rs.300 for the remaining months.
- **Labor welfare fund:** employee contribution/deductions for eligible employees will be made in the month of June and December.
- In line with evolving regulatory requirements, prevailing laws, internal compliance policies or process iterations, Company reserves the right to make necessary modifications to the compensation structure as above.

Feel free to connect with us for any queries.



MAYURI SAXENA
LEAD RECRUITER QC
UBISOFT ENTERTAINMENT INDIA PRIVATE LIMITED
 mayuri.saxena@ubisoft.com



Grawlix/HR/Off/2024/05/0015

Date 3rd MAY 2024

To,
Tanvi Patange,

Letter of Offer

Dear **Tanvi,**

We are pleased to offer you a position in our Organization as per the terms and conditions given below:

-

1. Your designation will be **"Software Engineer"**.
2. The Company shall pay you Gross Salary **INR. 1,20,000/ - (one lacs twenty thousands)** per annum. Your increment shall be decided by the Company based on merits, Individual performance.
3. Your joining date is **6th May 2024**.
4. You will be on probation for a period of Six months from the date of your joining, after which you will be confirmed if your work is found satisfactory. The probation period can be extended at the discretion of the Company. You shall continue to be on probation, till your services are confirmed in writing by a letter of confirmation. In case your performance is not found satisfactory during such period of probation, including extended period, if any, your services shall stand terminated on expiry of such period of probation or extended period of probation and you shall be informed of the same in writing.
5. If you wish to resign from the services of the company, you are required to give sixty (60) days written notice or salary in lieu thereof. The Company at its discretion may choose to terminate your services in writing or salary in lieu of such notice period.
6. Mandatory working hours (9 hrs. /day for full day and 4.5 hrs. /day for half day in office work area).
7. Your employment in the Company will be subject to your remaining physically and mentally fit, failing which may lead to termination of your employment with the Company.
8. You shall devote your full time and attention to the work assigned to you. You shall at all times obey and abide by the lawful directions and orders given to you by your superiors and shall work diligently, faithfully and well. The company shall be the sole judge to determine whether the work assigned to you is suitable or not and you shall not cease performing a part or whole of your duties unilaterally.



9. You shall not accept any other employment, part-time or otherwise, or engage in any commercial business or pursuit on your own account or as an agent for others. You shall not utilize or divulge to any person or persons any of the Company's trade secrets or affairs.

10. You are liable to be transferred to any department, office or establishment of the Company anywhere in India or Abroad.

11. You will be required to maintain utmost secrecy in respect of Project documents, commercial offer, design documents, Project cost & Estimation, Technology, Software packages license, companies polices, Company's patterns & Trade Mark and company's Human assets profile. You should not discuss or share any company details/project/documentation/Code with anyone inside/outside organization. If the company secrets out by you company may take legal action against you to recover the losses with 500,000 /- penalty charges or maximum amount of losses of company.

12. You shall be responsible for the safekeeping and return in good condition and order of all the Company's property, which may be in your use, custody or charge.

13. The Company shall be kept informed of any change in your residential address or civil status.

14. You shall abide by the Rules and Regulations of the Company which are in force and/or which may be formed from time to time. If, at any time, in the opinion of the Company. Which shall be final, you become insolvent or are found guilty of dishonest, disobedience, misappropriation, theft, fraud, disorderly behavior, negligence, indiscipline, absence from duty without permission, or any other conduct considered by the Company as detrimental to its interests, or violation of one or more term of this appointment, your services may be terminated without notice. Services may also be terminated without notice if any particular or detail furnished by you in your application or in any other subsequent records are found to be incorrect at any stage of your employment with the Company.

Yours faithfully,

For Grawlix Software Private Limited


Gireesh Kaushik

Authorized signatory



Acceptance of Offer

I hereby declare that I have read the contents of this letter and accept your offer to join the company as per the details mentioned above.

Name: _____

Signature: _____ Date: _____





Ubisoft Offer : Junior Game Tester (L1)

Inbox



Mayuri Saxena Nov 1

to me, Radhika ▾



Hello Sakshi,

Congratulations!!!

You have been offered the position of **“Junior Game Tester (L1)”** with **Ubisoft Entertainment India Pvt. Ltd.!!**

We are happy to welcome you to the Ubisoft team!!

Your joining date will be **6th November'23** **physically in Pune studio.** You will receive the **further details soon.**

Please note Ubisoft employees are also entitled to a **target performance bonus up to 10%; your annual Variable component i.e. performance bonus is not guaranteed and will be based on the achievement of the project and performance milestones.**



BASED ON 50% AS BASIC FOR PF CALCULATION		
Components	Monthly (in Rs)	Annual (in Rs)
Basic	15,000.00	180,000.00
HRA	4,500.00	54,000.00
Entertainment Allowance	4,458.00	53,491.00
Employer's Contribution to PF	1,800.00	21,600.00
Fixed CTC (A)	25,758	309,091
Gratuity	721.00	8,654.00
**Bonus	2,576.00	30,909.00
Total CTC (B)	29,055	348,654
Deductions	Monthly (in Rs)	Annual (in Rs)
Employer's Contribution to PF	1,800.00	21,600.00
Employee's Contribution to PF	1,800.00	21,600.00
Income Tax	---	---
Sodexo Meal Coupons	---	---
Professional Tax	200	2,500
Total Deductions (C)	3,800	45,700
	Monthly (in Rs)	Annual (in Rs)
Net take salary =(A)-(C)	21,958	263,391

IMPORTANT NOTES:

→ **Bonus:** Bonus will be paid annually based on the company's and individual performance.

** In Lieu of Statutory Bonus

→ **Statutory Contributions/Deductions:** Amounts towards statutory contributions/deductions as per eligibility (i.e. Provident Fund, ESIC, Labor welfare fund, Income Tax, Professional Tax, or any other applicable law) will be deducted at the applicable rates. Note: Fixed CTC (cost to company) includes the company's contribution to Provident Fund.


→ **Gratuity:** shall be administered according to the prevailing law and policy of the company on a uniform basis for all the employees.

→ **Profession tax:** deducted is Rs. 200 per month from April to February and Rs.300 for the month of March.

→ **Labor welfare fund:** employee contribution deductions for eligible employees will be made in the month of June and December.

→ In line with evolving statutory requirements/prevaling laws/internal company policy or process iterations, Company reserves the right to make necessary modifications to the compensation structure as above.

Feel free to connect with us for any queries.



MAYURI SAXENA
LEAD RECRUITER QC
UBISOFT ENTERTAINMENT INDIA PRIVATE LIMITED
 mayuri.saxena@ubisoft.com
 Creator of Worlds, since 1986.





Open Links Foundation.org

31st Mar 24

To,
Sakshi Shinde
Mob: +91- 93072 41887
Email: sakshishinde.olf@gmail.com

Dear Sakshi,

Congratulations on successfully completing your probation period with Open Links Foundation.

We are pleased to inform you that your performance during the probation period has met our expectations. We are delighted to revise your compensation package to INR 18,000 /- (Fixed) which will be paid monthly, effective April 2024.

Please note that this pay revision does not alter any other terms and conditions outlined in your employment contract. We hope that this will motivate you to continue to excel in your role and contribute towards the success of Open Links Foundation.

Wishing you continued success in your career with Open Links Foundation.

Omkar Yelgandalkar
Head – IT Operations



December 19, 2023

**Siddhita Hingade
2256446
Software Engineer Trainee**

Dear Siddhita,

Thank you for your contribution to Cognizant's another year of strong growth. We sincerely appreciate your passion to *challenge the status quo and help drive excellence in our business operations* in order to sustain our market leadership.

We are happy to announce that you are being confirmed in the services of the company with effect from **December 23, 2023** to the designation of **Jr. Software Engineer**. We are pleased to inform you that your Annual Total Compensation (ATC) has been revised to Rs. **264,612/-** which includes an annual performance-linked incentive of Rs. **12,000/-**. For further details, please refer to Annexure A.

Except for the revision to your Annual Total Compensation and your incentive, all the other terms and conditions of your employment remain unchanged.

We look forward to your continued support in helping our clients build stronger businesses.

Best wishes,

Cognizant Executive Management
For **Cognizant Technology Solutions India Private Limited**



Annexure A

Effective Date: December 23, 2023

Name: Siddhita Hingade

Designation: Jr. Software Engineer

S.NO	DESCRIPTION	MONTHLY	ANNUALIZED
1	Basic	7,375	88,500
2	House Rental Allowance	4,425	53,100
3	Special Allowance	3,084	37,008
4	Medical Reimbursement	1,250	15,000
5	Advance Statutory Bonus#*	2,000	24,000
6	Conveyance Allowance	800	9,600
7	Company's Contribution to PF*	1,567	18,804
8	ESI	550	6,600
9	Annual Gross Compensation		252,612
10	Incentive**		12,000
11	Annual Total Compensation		264,612
12	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
13	Total Remuneration		284,112

You may read about your India Total Rewards (C&B) at [1C > Total Rewards App](#)

*PF is contributed at 12% of your basic subject to a minimum of Rs. 780 per month. If you are an International worker, it is contributed at 12% of your monthly gross compensation excluding HRA.

****Incentive Indication** : Incentive amount may be higher, lower, or nil as per the terms described herein. The incentive program is discretionary, subject to change, and based on individual and company performance. It is pro-rated to the duration spent with Cognizant for the calendar year and will be paid to you only if you are active on Cognizant's payroll on the day of the payment of the incentive.

#***Advance Statutory Bonus** is in line with the provisions of Payment of Bonus Act, 1965.

For Internal Circulation only; not valid for other purpose unless duly authorized.
Cognizant Technology Solutions India Private Limited



**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

04-Mar-2022

Riddhi Laxman Kawde

C10869369

D5/4,Ganga Heights, Pinglevasti, Mundhwa Road ,Pune-411036

Subject: Offer of Employment (“Offer”)

Dear **Riddhi Laxman,**

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Center, India as per the below terms and conditions:

Job Profile - System and Application Services Associate

Management Level – 12



Please refer to:

Annexure I for the compensation and benefits details.

Annexure II for the documentation to be submitted by you.

Terms of Employment.

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Dec 2021

1



Candidate's Signature _____

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

At Accenture, the health and well-being of our people, our clients and the community is our top priority. We are also committed to complying with all government safety protocols as we bring our people to our offices. To operate offices at full capacity, there is a growing mandate from government authorities to have all employees vaccinated against COVID-19. Considering this, we expect all our employees to be vaccinated. Therefore, you should ensure to take both doses of the COVID-19 vaccine before onboarding, unless your second dose is due post onboarding, and in that circumstance the second dose should be taken within the government prescribed timelines.

Please note that compliance with these provisions is a condition precedent for the offer or your continued employment with the Company.

Fundamental Skill Primers Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes an online learning module - Fundamental Skill Primers. This document further enhances and details of the learning opportunities and terms of training / assessments that were previously mentioned in your Letter of Intent.

- The learning module of this program is typically made available to you to give you a reasonable time to learn at your pace and comfort.
- After completing the Fundamental Skill Primer Learning, you will need to go through the Fundamental Skill Primer assessment.

Upon joining the Company further Stream training program(s) will be conducted for a specific duration on the specific skill set assigned to you. Periodic assessments will be conducted throughout this training program which you are expected to clear. Each of such assessments including Primer assessment will add towards your final score. A min. of 60% will need to be scored for successful clearance. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 60% marks to clear the stream learning assessments.

Your employment with Accenture is subject to your successful completion of the Stream training program and assessments as mentioned above. If you are unable to clear the Stream training assessments in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

By completing 100% of Fundamental Skill Primer online modules before the Fundamental Skill primer assessment and scoring 75% or above in the Fundamental Skill Primer assessment, a potential new joiner will be eligible for a learning Incentive of INR 10,000.



After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this offer letter and Terms of Employment.

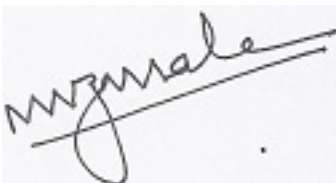
After accepting this Offer, we encourage you visit Countdown to the Company- (<http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx>). This online, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history-as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to <http://indiacampus.accenture.com/myzone/accenture/auth/login>.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED:



Mahesh Vasudeo Zurale



Senior Managing Director
Lead, Advanced Technology Centers, India

Riddhi Laxman Kawde

Date:

ANNEXURE 1

COMPENSATION & BENEFITS

Annual Total cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,00,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	25,500
Maximum Annual Total earning potential (A+B)	3,25,500
(C) Additional Notional Benefits	
# (C) Gratuity as per law + Benefits	8,000
Annual Total Earning Potential + Additional Notional Benefits (A+B+C)	3,33,500

(A) Annual Fixed Compensation

Your annual fixed compensation is INR 3,00,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms.

Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

As part of your annual total cash compensation, you will be eligible to participate in the FY22 Local Variable Bonus program (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB program guidelines. The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

Note: For International Worker Only*

As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.



*As defined by applicable law from time to time.

Benefits applicable for current Company Financial year:

In addition to your annual total cash compensation, effective your date of joining, you will be eligible for following benefits, which will be governed by Company policy:

1. Medical Insurance for self, spouse and 2 dependent children up to INR 300000/- per annum.
 - a. You have the option of availing Accenture negotiated rates to cover your parents, parents in-law and siblings up to INR 1000000/- & any additional child up to INR 500000/- under a separate Insurance plan. You also can avail optional Top-Up and/or Critical Illness Policy for yourself and your dependents (spouse and 2 children) up to INR 1000000/-. The entire premium for this will have to be borne by you. These plan allow for coverage of pre-existing ailments.
 - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under :
 - 10% of such claims for self, spouse and 2 dependent children.
 - 20% of such claims for parents, parents in-law, siblings, and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your annual fixed compensation.
 - a) You have the option of availing Supplemental Accident cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with a minimum cover of INR 500000/-. You have the option of availing Supplemental Life cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.
4. Gratuity as per The Payment of Gratuity Act, 1972.
5. You will also be eligible for the Employee Stock Purchase Plan, which will provide a 15% Discounted Rate on ACN Stock traded on NYSE.
Employee Stock Purchase Plan (ESPP): The Employee Share Purchase Plan gives the employee an opportunity to purchase Class A common shares in Accenture Limited at a discount through payroll contributions. By participating in this plan, an employee can develop his / her ownership in Accenture and increase his/ her stake in Accenture's success.

In addition to the above, you will also be eligible for the following benefits:

1. [#](C)Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of one (1) year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your settlement to the extent possible.



The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month.

This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.



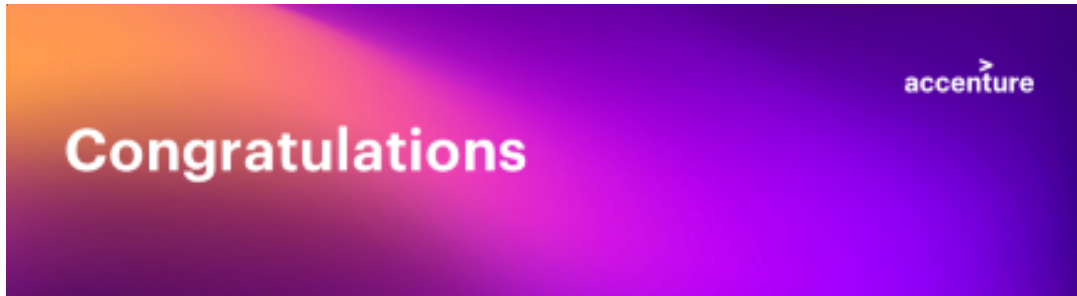
ANNEXURE 2

Mandatory documentation at the time of onboarding:

- Two copies of your recent passport size photographs.
- Original & Copy of X, XII and all semester mark sheets of PG / UG Degrees.
- Original & Copy of Degree/PG/Diploma (as applicable) certificates.
- Pan Card
- Passport copy , if available (if not please apply immediately)
- Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others.

Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhaar details and seeding Aadhaar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.





26 July 2024

C09807939

Monika Khivraj Choudhary

shree nath nagar lane no. 2, bt kawade road, ghorpadi, pune

Dear Monika Khivraj Choudhary,

We are pleased to extend an Offer to join Accenture Solutions Private Limited in our Advanced Technology Centers, India, as per the terms and conditions of the offer letter and its accompanying annexures:

Management Level - 12

Job Title - **Packaged App Development Associate**

Job Family Group - **Software Engineering**

You will be expected to work from the office location tagged to your project/role/client (referred as your Accenture Base Location). Accenture Base Location will be considered for all administrative & operational/official purposes. Exceptions if any/granted, will be interim / temporary, and will be subject to review with HR/business/client. The Company reserves the right to ask you to come to office locations pursuant to our business needs and client requirements. Working remotely is subject to business requirement and your agreeing to terms of the Remote working conditions listed in the attached Declaration. This offer is contingent to the above-mentioned agreement.

ANNEXURE AND TERMS OF EMPLOYMENT DETAILS

Please refer to:

- Annexure 1 for the compensation and benefits details.
- Annexure 2 for documentation to be submitted by you.
- Annexure 3 for Remote working condition - Declaration to be submitted by you.
- Annexure 4 for declaration to be submitted by you.
- Annexure 5 for the Terms of Employment, Compensation Plan and Car Lease Scheme

Your employment with the Company will be governed by the attached Terms of Employment. You are required to carefully read and understand these Terms of Employment as a part of accepting this Offer.

Please note that after joining the Company you may be required to undergo further trainings, assessments and verifications and your employment with the Company shall be subject to successful completion of such trainings, verifications and assessments.

As further detailed in the Terms of Employment, this Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college which shall be completed, without any delay or extension, as well as satisfactory

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Candidate's Signature:{{Sig_es_:signer1:signature}}



completion of verification and/or background or reference checks, which may occur at any time prior to or after the effective start date of your employment.

Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

To indicate your acceptance of this offer and employment with Accenture, please submit a copy of this letter and all relevant Annexures with your signature on each page. In addition, please provide all the documentation identified in Annexure 2.

Post accepting this Offer, you are required to submit certain prerequisites / documents (Refer Annexure). The Offer will be contingent upon successful verification of your documents against the Employment Application Form submitted by you. Accenture may, at its sole discretion, elect to suspend or revoke your offer immediately in case of failure to submit the documents or any mismatch/misrepresentation in information shared by you.

Fundamental Skill Primers Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes an online learning module - Fundamental Skill Primers.

- The learning module of this program is typically made available to you to give you a reasonable time to learn at your pace and comfort.
- After completing the Fundamental Skill Primer Learning, you will need to go through the Fundamental Skill Primer assessment.

Upon joining the Company further Stream training program(s) will be conducted for a specific duration on the specific skill set assigned to you. Periodic assessments will be conducted throughout this training program which you are expected to clear. Each of such assessments including Primer assessment will add towards your final score. A min. of 60% will need to be scored for successful clearance. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 60% marks to clear the stream learning assessments.

Your employment with Accenture is subject to your successful completion of the Stream training program and assessments as mentioned above. If you are unable to clear the Stream training assessments in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

By completing 100% of Fundamental Skill Primer online modules before the Fundamental Skill primer assessment and scoring 75% or above in the Fundamental Skill Primer assessment, a potential new joiner will be eligible for a learning Incentive of **INR 10,000/-**.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test/and/or any other verifications based on the project you are deployed. This offer and your employment with the Company are contingent upon you completing particular tests/and/or any other verifications as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test/and/or any other verifications, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.



If we do not receive your acceptance or if, after receiving your acceptance of this Offer, if you do not join the Company on the mutually agreed date of joining, the terms of this letter and this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. This offer also will be revoked based on the contingencies mentioned in the earlier para of this offer letter.

At Accenture, the health and well-being of our people, our clients and the community is our top priority. Before onboarding, we encourage you to take both doses of the COVID-19 vaccine.

Important to note:

Your joining and employment with the Company will be subject to submission of all the above along with the mandatory documents listed in Annexure 2.

You are required to provide copies of all mandatory documents required by the Company before joining and during the course of your employment, as per the timelines specified/ communicated by the Company from time to time. You may be required to submit additional documents which include but are not limited to your education and past employment/s. The offer of employment and your employment with the Company is dependent on timely submission of such required documents. Non furnishing of mandatory document/s within the specified time shall result in revocation of this Offer/termination of employment.

This offer is contingent on us working together to determine an appropriate start date for your employment. The terms of this letter and this offer are valid for seven (7) days from the date of this letter. If we do not receive the above requested documents from you before the expiration of this period or after receiving your acceptance of this offer if you do not join the Company on a mutually agreed date of joining, or if, we are unable to set an alternative date, the terms of this letter and this offer will be deemed to have been rejected by you, unless otherwise communicated to you by the company in writing. The Company at its sole discretion (including but not limited to unforeseen circumstances like a pandemic or natural calamities) may extend or defer the start date of your joining, for which deferment you will be duly informed. Your joining date and employment with the Company will then start from such deferred/extended date. The start of employment with the Company will be the date on which you have joined the company i.e. onboarding date.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration and in the application form is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information & documentation provided by you at the registration stage. You understand and acknowledge that this offer & your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. Accenture may, at its sole discretion, elect to suspend or revoke your offer immediately in case of failure to submit the documents or any mismatch in information shared by you. You may also be during your course of employment required by the company to provide documentation and information from time to time, you shall provide the same within the timelines prescribed by the company. Non furnishing of mandatory document/s within the specified time shall result in termination of employment.

If we do not receive your acceptance or if, after receiving your acceptance of this Offer, if you do not join the Company on the mutually agreed date of joining, the terms of this letter and this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. This offer also will be revoked based on the contingencies mentioned in the earlier para of this offer letter.

Monika, we look forward to hearing from you regarding your decision to join our team. In the meantime, please do not hesitate to contact CHAITRA H S at campus.queries@accenture.com should you have anything you would like to discuss further.

Yours sincerely,



Lakshmi C

Managing Director and Lead, Human Resources, Accenture in India



ACKNOWLEDGED AND AGREED:

Candidate's Signature {{Sig_es_1:signer1:signature}}
Monika Khivraj Choudhary

Date: {{Dte_es_1:signer1:date}}



ANNEXURE 1: COMPENSATION & BENEFITS

TOTAL CASH COMPENSATION ELEMENTS	
Total Cash Compensation:	
	Annual(INR)
(A) Annual Fixed Compensation*	INR 300,000/-
(B) Variable Bonus earning potential (at maximum 8.5%)	INR 25,500/-
Annual Total earning potential (A+B)	INR 325,500/-
(C)#Additional Notional Benefits	
Gratuity for each year of service (indicative and assumed value calculated at an approximation of 4.81% of annual basic)	INR 5,000/-
Notional Insurance Premium paid by Company	INR 13,600/-
Annual Total Earning Potential + Additional Notional Benefits (A+B+C)	INR 344,100/-
(D)##Additional Discretionary Reimbursements	
Annual Internet reimbursement	INR 12,000/- (capped at INR 1,000/- per month)
(E) Optional opportunity to participate in the Employee Share Purchase Plan	
Employee Share Purchase plan – to purchase Accenture plc Class A ordinary shares at 15% discount on the fair market value	INR 4,500/- [discount opportunity with an optional investment of 10% of gross pay and no change in share price]

*Total Cash Compensation Elements

Annual Fixed Compensation**

*Annual Fixed Compensation includes allowances and statutory benefits and will be structured in accordance with the Company's compensation guidelines. It includes employer's contribution to Provident Fund, as applicable. Please refer to 'Compensation Plan Guidelines' document and Allsec Payroll FAQs which elaborates the guidelines applicable to structure your Fixed Compensation.

Your Annual Fixed Compensation will be structured in line with the Company policy. There are various components within in Fixed Compensation (key components - Basic pay, House Rental Allowance, Provident Fund). Please refer to 'Compensation Plan Guidelines' document and Allsec Payroll FAQs which elaborates the guidelines applicable to structure your Fixed Compensation.

**Annual Fixed Compensation includes employer's contribution to Provident Fund, as applicable

Note: For International Worker Only*



As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Appropriate employee's contribution to PF will be deducted and submitted to the regulators by the Company as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities. *As defined by applicable law from time to time.

VARIABLE BONUS

You will be eligible to participate in the FY23-24 Individual Performance Bonus (IPB) Programme. Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal Year, subject to the overall terms and conditions of the IPB, including but not limited to your individual performance achievements and the Company's performance. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the IPB programme guidelines. The IPB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

BENEFITS APPLICABLE FOR CURRENT COMPANY FINANCIAL YEAR

In addition to your annual total cash compensation, effective your date of joining, you will be eligible for the following benefits, which will be governed by Company policy:

Insurance Policy	Coverage for	Coverage Amount	Premium paid by
Medical	Self, Spouse/partner (if you identify yourself as lesbian, gay, bisexual and transgender) & 4 Dependent children	INR 5,00,000/- per annum	Company
Personal Accident	Self	Up to 3 times of annual fixed compensation	Company
Life	Self	Equivalent to two times of your annual fixed compensation with minimum cover of INR 7,50,000/-	Company
Future Service Liability	Self	Up to INR 20,00,000/-	Company
Employee Deposit Linked Insurance (EDLI)	Self	INR 7,05,000/- (If you contribute towards Employee Provident Fund)	Company

1. a. Medical Insurance for self, spouse/partner and 4 dependent children up to INR 5,00,000/- per annum. This plan allows for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to review from time to time.

b. You have the option of availing Accenture negotiated rates to cover your parents, parents-in-law up to INR 20,00,000/- and siblings up to INR 10,00,000/-. You also can avail optional Top-Up Policy for yourself and your dependents (spouse/partner and 4 dependents children) up to INR 30,00,000/-. The entire premium for this will have to be borne by you. These plans allow for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to review from time to time

c. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:

- 10% of such claims for self, spouse /partner and 4 dependent children
- 20% of such claims for parents, parent's in-law and siblings under the separate Insurance plan

Please note that all insurance benefits whether (Base or optional) will have a co-payment provision subject to the terms of the insurer

2. Personal Accident coverage for self, up to three times your annual fixed compensation.



a. You have the option of availing Supplemental Accident cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

3. Life Insurance coverage equivalent to **two times** of your annual fixed compensation with minimum cover of **INR 7,50,000/-**

a. You have the option of availing Supplemental Life cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

4. #(C) Gratuity amount shown above is an indicative approximation of your annual eligibility, and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, its amendment or prevailing legislation at that point of time and subject to eligibility and Company procedure and process at the time of your exit from the Company.

#(C) Notional Insurance Premium is an approximation based on individual factors which may include age, level and fixed pay depending on the insurance. Please note that there could hence be a slight difference in the actual premium amount borne by Accenture for your insurance coverage. The premium amount is directly paid by Accenture to the Insurance companies tied up with and will not be paid to you individually. Applicable only for current FY and can be withdrawn at any time at company's discretion

##(D) Reimbursements would be approved as per the policies' terms & conditions. The reimbursement amounts are subject to company policy and discretion and maybe updated/reviewed/withdrawn at any time basis company discretion.

5. You will also be eligible for the Employee Share Purchase Plan, which will provide a 15% Discounted Rate on ACN Stock traded on NYSE.

*Employee Share Purchase Plan (ESPP): The Employee Share Purchase Plan gives the employee an opportunity to purchase Class A common shares in Accenture Limited at a discount through payroll contributions. By participating in this plan, an employee can develop his / her ownership in Accenture and increase his/ her stake in Accenture's success.

6. Accenture provides you with access to the Employee Assistance Program (EAP) at no cost. EAP helps you and your immediate family members deal with work-life stressors, family issues, financial concerns, relationship problems, and even drug or legal concerns. The EAP services cover up to 5 in-person visits, short-term counseling, confidential access to assessments, referrals and follow-up service

RELOCATION ASSISTANCE

In case you are relocating from your current location to join Accenture, you would be eligible for relocation assistance. You are entitled to relocation assistance up to the maximum limit of **INR 2,500/-**, to be reimbursed on actuals along with appropriate supporting bills towards the following:

- Travel expenses by air / train for employee, spouse, dependent parents and children from previous work location / place of residence to the joining location, including any conveyance expenses.
- Expenses towards movement of goods and household articles (including insurance) from previous work location / place of residence to the joining location.
- Expenses towards movement of one vehicle including Road Tax / Octroi
- Brokerage charges for new residence at the joining location. Refundable deposits shall not be reimbursed.

You will be provided with transit accommodation for the first 14 days of your stay at your joining location. You will receive further updates reg your relocation assistance, 30 days before your date of joining from the onboarding team.

All the expenses would have to be claimed as a one- time reimbursement. You would require approval from your People Advisor for the reimbursement. All permissible expenses should be claimed through the Time and Expense Reporting application <Expense type - Other Expense - Sub Type-Relocation Expenses (Domestic) - Relocation Type- New Joiner Relocation (NJR) > within 90 days of joining.

In the unlikely event of you choosing to leave the Company, or your services being terminated, before the completion of one year of employment with the Company, the relocation amount will become payable by you and should be repaid on termination of your



employment/separation from the Company. In the event, you fail to repay the relocation amount, and it is necessary to take legal action against you to collect such amount, you agree to reimburse the Company for all costs incurred by the Company to collect such amounts, including attorney's fees and court costs.

Any dues payable by you on termination/separation from the Company as aforesaid will be recovered/adjusted from your final settlement to the extent possible and if adjustments/set off are not possible, you will need to pay back to the Company the required amounts (part or full as the case may be) on or before your last working day or within a timeline as demanded by the Company. The same applies to any partial or shortfalls that needs to be recovered from you.

STATUTORY BONUS

If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Stat Bonus amounts if payable to you. Such stat bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Stat Bonus will be paid as per Company evaluation process applicable to your management level as per company payroll cycle.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Relocation Assistance programme guidelines.

GST CLAUSE

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

GENERAL TAX

All compensation will be paid to you after deduction of tax at source, in accordance with applicable law. You will be solely liable for your personal tax liabilities, as per applicable law, both in India and abroad.



ANNEXURE 2 : REQUIRED DOCUMENTATION

- Two copies of your recent passport size photographs (mandatory to be submitted on day 1)
- PAN card copy (mandatory to be submitted on day 1)
- Document/s containing start date and end date of the last two employers
- Copy of Degree/PG/Diploma (wherever applicable) certificates
- Copy of all semester mark sheets (last semester mandatory)
- Relieving Letters from previous employer
- UAN Number and PF Statement for your last two employments before Accenture
- Form 16 and Form 26AS from any period of your tenure with the last two employments before Accenture
- Experience Certificate from 2 previous employers (if relieving letters not submitted)
- Passport copy , if available (if not please apply immediately)
- Certification Completion Document (as mentioned in the eligibility criteria)

Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhaar details and seeding Aadhaar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.



ANNEXURE 3: REMOTE WORKING CONDITIONS - DECLARATION

NOTE:

- You will be expected to work from the office at a frequency determined by your project / role and you are expected to reside at your assigned / tagged location [referred as your Accenture Base Location]
- Your remote working is subject to strict compliance to the conditions mentioned below. In case of non-adherence, you will have to work from the office at your Accenture base location

While working remotely:

- I understand and agree that I will continue to be governed by all clauses and obligations as set out in my Offer Letter, Terms of Employment & Accenture policies, as amended from time to time.
- I agree and accept that I will adhere to Accenture and client specific requirements around confidentiality and intellectual property
- I agree that I will use a secure and private workspace to meet the confidentiality requirements of my role
- I agree and undertake to follow the work timings defined by my organization
- I understand that it is my responsibility to ensure that power and internet connectivity access is available to perform my role
- I understand and confirm that I will be responsible for safety and security of the company assets assigned to me
- I understand and agree that I will be responsible for my well-being, health and safety while working remotely

I agree and acknowledge that my Terms of Employment, regulatory compliances, and any disputes connected thereto would be governed by jurisdiction of my Accenture Base Location



ANNEXURE 4 : DECLARATION

I hereby represent and warrant that as of my effective start date of employment with the Company, I will have: (a) terminated my employment with any current/previous employer and any other employment or contractor relationships; and (b) satisfactorily performed and completed all my obligations which apply/applied to me vis-à-vis any current/previous employer and any other employment or contractor relationships.

I hereby represent and warrant that I have not, during the course of any current/previous employment and any other employment or contractor relationships, entered into or agreed to any arrangement which may restrict, prohibit or debar or conflict or be inconsistent with my acceptance of the offer made by the Company or employment with the Company, including, but not limited to, any time-bound non-compete agreement, restrictive employment agreement or other restrictive terms.

I hereby represent and warrant that I shall not bring into company premises (or use in any manner) any third party documents (regardless of media) or materials (including but not limited to trade secrets) with myself to company, including any such documents or materials from my previous employer. To the extent I feel that my employment at company would require me to bring any third party documents or materials to company I shall not bring any such documents or materials unless I have taken all permissions/approvals from the third parties before accepting the offer from company. I further represent and warrant that I have not and will not inappropriately disclose or misuse any confidential information obtained from and/or in connection with any current/previous employer and any other employment or contractor relationships. I agree and acknowledge that a breach of this provision shall entitle company to terminate my services with immediate effect.

ACKNOWLEDGED AND AGREED:

Monika Khivraj Choudhary

Date: {{Dte_es_:_signer1:date}}

Disclaimer

"This document and any attachments to it (in part or in whole the "Communication") are confidential, may constitute inside information and are for the use only of the addressee. The Communication is the property of company and its affiliates and may contain copyright material or intellectual property of company and/or any of its related entities or of third parties. If you are not the intended recipient of the Communication or have received the Communication in error, please notify the sender or company immediately, return the Communication (in entirety) and delete the Communication (in entirety and copies included) from your records and systems. Unauthorized use, disclosure or copying of this Communication or any part thereof is strictly prohibited and may be unlawful. Any views expressed in the Communication are those of the individual sender only, unless expressly stated to be those of company and its affiliates. company does not guarantee the integrity of the Communication, or that it is free from errors, viruses or interference."

