



# SRI BHARATHI

ENGINEERING COLLEGE FOR WOMEN

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)  
Kaikkurichi, Pudukkottai -622 303

[www.sbec.edu.in](http://www.sbec.edu.in)

## NAAC DOCUMENTS



Quality Indicator Frame Work

Criterion – 5

**Student Support and Progression**

Submitted by

**IQAC**

**Internal Quality Assurance Cell**

**Sri Bharathi Engineering College for Women**



# SRI BHARATHI ENGINEERING COLLEGE FOR WOMEN

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai-25)

Kaikkurichi, Pudukkottai, Tamil Nadu – 622 303, India

**Criteria 5**

**Student Support and Progression**

**140**

## Key Indicator-5.2 Student Progression (30)

### 5.2.1.1 Percentage of placement of outgoing students and students progressing to higher education

Academic year	No. of Students Graduated	Particulars			Percentage of Placed students
		No. of Students Placed (66)	-	Total (66)	
2019-2020	66	No. of Students Placed (66)	-	Total (66)	100%



# **SRI BHARATHI ENGINEERING COLLEGE FOR WOMEN**

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai-25)

Kaikkurichi, Pudukkottai, Tamil Nadu – 622 303, India

**ACADEMIC YEAR**  
**2019-2020**



**SRI BHARATHI ENGINEERING COLLEGE FOR WOMEN**

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai-25)

Kaikkurichi, Pudukkottai, Tamil Nadu – 622 303, India

# PLACEMENT



# SRI BHARATHI ENGINEERING COLLEGE FOR WOMEN

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)

Kaikkurichi, Pudukkottai- 622 303.

## CONSOLIDATED PLACEMENT DETAILS ACADEMIC YEAR 2022-2023

S.NO	NAME OF THE PLACED STUDENTS	DEPT	BATCH	COMPANY NAME WITH EMAIL-ID	SALARY (IN INR PER ANNUM)	PAGE NO.
1.	AARTHI G	CIVIL	2016-2020	GREENTECH STRUCTURAL CONSTRUCTIONS, CHENNAI <a href="mailto:Greentechsc.in@gmail.com">Greentechsc.in@gmail.com</a>	Rs.2,64,000/-	10
2.	KANIMOZHI P					11
3.	MENAKA R					12
4.	KALISWARI M					13
5.	SARATHAPRITHA S					14
6.	LAVANYA K			N.ELAVARASU CONTRACTOR <a href="mailto:nelavarasu6@gmail.com">nelavarasu6@gmail.com</a>	Rs.2,22,000/-	15
7.	PRAVEENA M					16
8.	GOWSIKA N					17
9.	MAHESWARI M					18
10.	ATCHAYA A	CSE	2016-2020	ZENCORP TECHNO SOLUTIONS, COIMBATORE <a href="mailto:hr@zcts.in">hr@zcts.in</a>	Rs.2,16,000/-	22
11.	NUR ASYIKIN H	CSE				23
12.	RILVANA V	CSE				24
13.	VAISHNAVI M	CSE				25
14.	ISWARYA M	CSE				26
15.	MADHU BASHINI B	IT				27
16.	SOWMIYA N	IT				28
17.	ARCHANA T	IT				29
18.	SWATHI P	CSE		FOXCONN, Chennai <a href="mailto:ind-ft-accounts@foxconn.com">ind-ft-accounts@foxconn.com</a>	Rs.2,23,110/-	30

19.	MEERA C	CSE				31			
20.	SUHA S	CSE				32			
21.	DURGADEVI D	CSE				33			
22.	GAYATHRI K	CSE				34			
23.	ISWARYA P	CSE				35			
24.	FAZILA BEGAM S	IT				36			
25.	LAKSHMI G	CSE				37			
26.	JENCIYA C	CSE				38			
27.	KEERTHANA S	CSE				39			
28.	PIRAI NUTHAL SELVI M	IT				40			
29.	KARTHIKA K	CSE				54			
30.	ABINAYA R	CSE				56			
31.	YAZHINIE M	CSE				58			
32.	MAHALAKSHMI .R	IT				60			
33.	MURUGA SHANTHINI O	IT				62			
34.	MARIYA RUSHANTHINI R	CSE				64			
35.	SATHIYA T	CSE				66			
36.	SANGEETHA K	CSE				68			
37.	KEERTHANA M	CSE				70			
38.	MOHANA PRIYA K	IT				72			
39.	ABINAYA R	ECE				2016-2020	HYUNDAI GLOVIS INDIA PVT LTD, Chennai. <a href="mailto:divyaann.m@glovis.co.in">divyaann.m@glovis.co.in</a>	Rs.2,18450/-	76
40.	AGALYA A						77		
41.	ATCHAYA G						UJJIVAN SMALL FINANCE BANK, Pattukkottai. <a href="mailto:cutomercare@ujjivan.com">cutomercare@ujjivan.com</a>	Rs.2,19,744/-	78
42.	DEEPA N						86		
43.	MAHESWARI V						HI-TECH ARAI PVT LTD, Chennai.	87	

44.	SHANMUGAPRIYA R			<a href="mailto:ganeshbabu@hitecharai.com">ganeshbabu@hitecharai.com</a>	Rs.2,16,000/-	88		
45.	SIVABHARATHI P			89				
46.	DHARANIYA A			ZENCORP TECHNO SOLUTIONS, Chennai. <a href="mailto:hr@zcts.in">hr@zcts.in</a>	Rs 2,16000/-	90		
47.	PRIYANKA E					91		
48.	ROJA A					92		
49.	SANKAVI M					93		
50.	SHIYAMALA E					94		
51.	JEEVITHA U					95		
52.	PAZHANIYAMMAL R			INDIA JAPAN LIGHTING PRIVATE LTD,CHENNAI. <a href="mailto:factory@ijl.co.in">factory@ijl.co.in</a>	Rs 2,34,000/-	96		
53.	VINCY A					97		
54.	SIVARUBINI S			CTS INDIA PVT LTD,CHENNAI <a href="mailto:inquiry@cognizant.com">inquiry@cognizant.com</a>	Rs 4,01988/-	98		
55.	ABIRAMI M			EEE	2016- 2020	HI-TECH ARAI PVT LTD, Chennai. <a href="mailto:ganeshbabu@hitecharai.com">ganeshbabu@hitecharai.com</a>	Rs.2,22,000/-	109
56.	GIRIJA V							110
57.	PRASANNA K							111
58.	SARANYA G	112						
59.	SURIYAKALA R	113						
60.	PRINCY ROSELIN I	114						
61.	AJITHA R	SRS FERTILIZER PVT LTD, Pudukkottai. <a href="mailto:srsfertilizerspdk@gmail.com">srsfertilizerspdk@gmail.com</a>	Rs.1,80,000/-			115		
62.	KARUNAMBIGAI A					116		
63.	SNEHA V	EMRI GREEN HEALTH SERVICES, Chennai. <a href="mailto:info@emri.in">info@emri.in</a>	Rs.2,20,320/-			117		
64.	MAHESWARI R					118		
65.	JOTHIKA A	Armada Industrial Automation Pvt Ltd, Thanjavur. <a href="mailto:armadaautomation@yahoo.in">armadaautomation@yahoo.in</a>	Rs.1,80,000/-			119		
66.	SUBHASRI T					120		



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Kaikkurichi, Pudukkottai, Tamil Nadu – 622 303, India

**CIVIL**





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Kaikkurichi, Pudukkottai- 622 303.

## CONSOLIDATED PLACEMENT DETAILS ACADEMIC YEAR 2019-2020

S.NO	NAME OF THE PLACED STUDENTS	DEPT	BATCH	COMPANY NAME WITH EMAIL-ID	SALARY (IN INR PER ANNUM)
1	AARTHI G	CIVIL	2016-2020	GREENTECH STRUCTURAL CONSTRUCTIONS, CHENNAI <a href="mailto:Greentechsc.in@gmail.com">Greentechsc.in@gmail.com</a>	Rs.2,64,000/-
2	KANIMOZHI P	CIVIL	2016-2020		
3	MENAKA R	CIVIL	2016-2020		
4	KALISWARI M	CIVIL	2016-2020		
5	SARATHAPRITHA S	CIVIL	2016-2020		
6	LAVANYA K	CIVIL	2016-2020	N.ELAVARASU CONTRACTOR <a href="mailto:nelavarasu6@gmail.com">nelavarasu6@gmail.com</a>	Rs.2,22,000/-
7	PRAVEENA M	CIVIL	2016-2020		
8	GOWSIKA N	CIVIL	2016-2020		
9	MAHESWARI M	CIVIL	2016-2020		

  
PLACEMENT COORDINATOR

  
**Dr. S.THILAGAVATHI M.E., Ph.D**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurichi - 622 303, Pudukkottai Dt.

**PRINCIPAL**  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
KAIKKURICHI - 622 303.  
PUDUKKOTTAI DISTRICT

  
PRINCIPAL



Date :09.11.2020

To  
Ms.G.Aarthi,  
East street,  
Aravampatti,  
Kulathoor taluk  
Pudukkottai district-622203.

Sir / Madam,

**Sub: Appointment Letter for Design Engineer**

We have pleasure in confirming your appointment as **Design Engineer** subject to the terms and conditions of your Contract of Employment as well as the Company's Policies and Procedures. You will be on probation for a period of one year.

You are requested to acknowledge the receipt of this order and give consent letter for acceptance of the same.

**Salary: Rs.22,000**  
**Joining date : 14.12.2020**

All the best,

For GREENTECH STRUCTURAL CONSTRUCTIONS.



Authorized Signature

**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.





## GREENTECH STRUCTURAL CONSTRUCTIONS

CONSULTING ENGINEERS & CONTRACTORS

Date : 09.11.2020

To  
Ms.P.Kanimozhi,  
Kurumbivayal,  
Karambakkutti(T),  
Pudukkottai dt-622302

Sir / Madam,

### Sub: Appointment Letter for Design Engineer

We have pleasure in confirming your appointment as **Design Engineer** subject to the terms and conditions of your Contract of Employment as well as the Company's Policies and Procedures. You will be on probation for a period of one year.

You are requested to acknowledge the receipt of this order and give consent letter for acceptance of the same.

**Salary: Rs.22,000**  
**Joining date : 14.12.2020**

All the best,

For GREENTECH STRUCTURAL CONSTRUCTIONS.



Authorized Signature

  
**Dr. S.THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.





## GREENTECH STRUCTURAL CONSTRUCTIONS

CONSULTING ENGINEERS & CONTRACTORS

Date : 09.11.2020

To  
Ms.R.Menaka,  
2/12, South street,  
Aranthangi,  
Pudukkottai district-614616.

Sir / Madam,

### Sub: Appointment Letter for Design Engineer

We have pleasure in confirming your appointment as **Design Engineer** subject to the terms and conditions of your Contract of Employment as well as the Company's Policies and Procedures. You will be on probation for a period of one year.

You are requested to acknowledge the receipt of this order and give consent letter for acceptance of the same.

**Salary: Rs.22,000**  
**Joining date : 14.12.2020**

All the best,

For GREENTECH STRUCTURAL CONSTRUCTIONS.



Authorized Signature

**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.

No. W-65, TLV Manor 1st Floor (Flat No.3A) 2<sup>nd</sup> Street, W-Block, 3rd Main Road, Anna Nagar, Chennai-60004  
Tel. No.044-4280 3349, Email ID: [greentechsc.in@gmail.com](mailto:greentechsc.in@gmail.com) / [info@greentechsc.com](mailto:info@greentechsc.com)

GSTIN/UN:33AAUFG0501E1ZV





Date : 09.11.2020

To  
Ms.M.Kaliswari,  
Arasurmadam,  
Avudaiyarkovil,  
Pudukkottai district

Sir / Madam,

**Sub: Appointment Letter for Design Engineer**

We have pleasure in confirming your appointment as **Design Engineer** subject to the terms and conditions of your Contract of Employment as well as the Company's Policies and Procedures. You will be on probation for a period of one year.

You are requested to acknowledge the receipt of this order and give consent letter for acceptance of the same.

Salary: Rs.22,000  
Joining date : 14.12.2020

All the best,

For GREENTECH STRUCTURAL CONSTRUCTIONS.



Authorized Signature

  
**Dr. S.THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
**SRI BHARATHI ENGINEERING**  
**COLLEGE FOR WOMEN**  
Kaikkurchi - 622 303, Pudukkottai Dt.





Date : 09.11.2020

To  
Ms.S.Sarathapritha,  
Kalangankudi,  
Pudukkottai district.

Sir / Madam,

**Sub: Appointment Letter for Quantity Surveyor**

We have pleasure in confirming your appointment as **Quantity Surveyor** subject to the terms and conditions of your Contract of Employment as well as the Company's Policies and Procedures. You will be on probation for a period of one year.

You are requested to acknowledge the receipt of this order and give consent letter for acceptance of the same.

**Salary: Rs.22,000**  
**Joining date : 14.12.2020**

All the bes

For GREENTECH STRUCTURAL CONSTRUCTIONS.



Authorized Signature

  
**Dr. S.THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kalkkuchi - 622 303, Pudukkottai DL.



**N.Elavarasu, B.E.,**  
Engineering Contractor

Cell:99655 98471  
Plot No: 104, 5<sup>th</sup> Cross,  
Natarajapuram South Colony,  
Medical College Road,  
Thanjavur-613 007

DATE: 13.11.2020

To

Ms.K.Lavanya

Civil Engineering,

Sri Bharathi Engineering College for Women,

Kaikkuirchi.

**Sub: Appointment as Site Supervisor-reg**

We are delighted to offer you the position of Site Supervisor in our concern, Thanjavur. On behalf of the management, I am pleased to give this appointment order to you, effective from 06.12.2020.

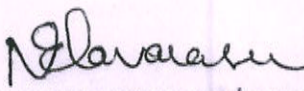
- Position : Site Supervisor
- Salary : Rs.18,500
- Location : Thanjavur

**Job Responsibilities:** As a Site Supervisor, your key responsibilities will include, but not be limited to:

- Overseeing the day-to-day activities at the assigned site/project.
- Ensuring compliance with company policies, safety regulations, and legal requirements.
- Supervising and coordinating the work of construction workers, subcontractors, and other team members.
- Maintaining accurate records of site progress, materials, and equipment.

If you have any questions or require further information, please feel free to contact us.

Congratulations once again on your appointment as a Site Supervisor in our concern.

  
**N. ELAVARASU CONTRACTOR**  
Plot No: 104, 5<sup>th</sup> Cross,  
Natarajapuram South Colony,  
Medical College Road, Thanjavur-613  
Cell: 99655 98471.

  
**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.

**N.Elavarasu, B.E.,**  
Engineering Contractor

Cell:99655 98471  
Plot No: 104, 5<sup>th</sup> Cross,  
Natarajapuram South Colony,  
Medical College Road,  
Thanjavur-613 007

DATE: 13.11.2020

To  
Ms.M.Praveena,  
Civil Engineering,  
Sri Bharathi Engineering College for Women,  
Kaikkurichi.

**Sub: Appointment as Site Supervisor-reg**

We are delighted to offer you the position of Site Supervisor in our concern, Thanjavur. On behalf of the management, I am pleased to give this appointment order to you, effective from 06.12.2020.

- Position : Site Supervisor
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Congratulations once again on your appointment as a Site Supervisor in our concern.

  
**Dr. S.THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
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Kaikkurchi - 622 303, Pudukkottai Dt.

  
**N. ELAVARASU CONTRACTOR**  
Plot No: 104, 5<sup>th</sup> Cross,  
Natarajapuram South Colony,  
Medical College Road, Thanjavur-613  
Cell: 99655 98471.



**N.Elavarasu, B.E.,**  
Engineering Contractor

Cell:99655 98471  
Plot No: 104, 5<sup>th</sup> Cross,  
Natarajapuram South Colony,  
Medical College Road,  
Thanjavur-613 007

DATE: 13.11.2020

To

Ms.N.Gowsika

Civil Engineering,

Sri Bharathi Engineering College for Women,

Kaikkurichi.

**Sub: Appointment as Site Supervisor-reg**

We are delighted to offer you the position of Site Supervisor in our concern, Thanjavur. On behalf of the management, I am pleased to give this appointment order to you, effective from 06.12.2020.

- Position : Site Supervisor
- Salary : Rs.18,500
- Location : Thanjavur

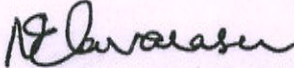
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**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
**SRI BHARATHI ENGINEERING**  
**COLLEGE FOR WOMEN**  
Kaikkurchi - 622 303, Pudukkottai Dt.

  
**N. ELAVARASU CONTRACTOR**  
Plot No: 104, 5<sup>th</sup> Cross,  
Natarajapuram South Colony,  
Medical College Road, Thanjavur-613  
Cell: 99655 98471.

**N.Elavarasu, B.E.,**  
Engineering Contractor

Cell:99655 98471  
Plot No: 104, 5<sup>th</sup> Cross,  
Natarajapuram South Colony,  
Medical College Road,  
Thanjavur-613 007

DATE: 13.11.2020

To

Ms.M.Maheswari,

Civil Engineering,

Sri Bharathi Engineering College for Women,

Kaikkurichi.

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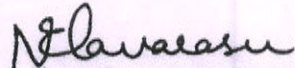
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Plot No: 104, 5<sup>th</sup> Cross,  
Natarajapuram South Colony,  
Medical College Road, Thanjavur-613  
Cell: 99655 98471.

  
**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
**SRI BHARATHI ENGINEERING**  
COLLEGE FOR WOMEN  
Kaikkurichi - 622 303, Pudukkottai Dt.



**SRI BHARATHI ENGINEERING COLLEGE FOR WOMEN**

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Kaikkurichi, Pudukkottai, Tamil Nadu – 622 303, India

**CSE & IT**



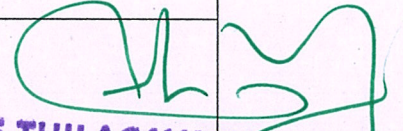
# SRI BHARATHI ENGINEERING COLLEGE FOR WOMEN

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Kaikkurichi, Pudukkottai- 622 303.

## CONSOLIDATED PLACEMENT DETAILS ACADEMIC YEAR 2019-2020

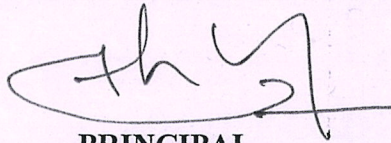
S.NO	NAME OF THE PLACED STUDENTS	DEPT	BATCH	COMPANY NAME WITH EMAIL-ID	SALARY (IN INR PER ANNUM)
1.	ATCHAYA A	CSE	2016-2020	ZENCORP TECHNO SOLUTIONS,COIMBATORE <a href="mailto:hr@zcts.in">hr@zcts.in</a>	Rs.2,16,000/-
2.	NUR ASYIKIN H	CSE	2016-2020		
3.	RILVANA V	CSE	2016-2020		
4.	VAISHNAVI M	CSE	2016-2020		
5.	ISWARYA M	CSE	2016-2020		
6.	MADHU BASHINI B	IT	2016-2020		
7.	SOWMIYA N	IT	2016-2020		
8.	ARCHANA T	IT	2016-2020	FOXCONN, Chennai <a href="mailto:ind-ft-accounts@foxconn.com">ind-ft-accounts@foxconn.com</a>	Rs.2,23,110/-
9.	SWATHI P	CSE	2016-2020		
10.	MEERA C	CSE	2016-2020		
11.	SUHA S	CSE	2016-2020		
12.	DURGADEVI D	CSE	2016-2020		
13.	GAYATHRI K	CSE	2016-2020	VALEO INDIA PRIVATE LIMITED (CHENNAI).	

  
 Dr. S. THILAGAVATHI M.E., Ph.D.,  
 PRINCIPAL  
 SRI BHARATHI ENGINEERING  
 COLLEGE FOR WOMEN  
 Kaikkurichi - 622 303, Pudukkottai.

14.	ISWARYA P	CSE	2016-2020	<u>meenakshisundaram.subramanian@valeo.com</u>	Rs.3,90,500/-
15.	FAZILA BEGAM S	IT	2016-2020		
16.	LAKSHMI G	CSE	2016-2020	COMPATETION TEAM TECHNOLOGY(INDIA) PVT LTD,CHENNAI. <u>sudhakarav@foxconn.com</u>	Rs.2,05,800/-
17.	JENCIYA C	CSE	2016-2020		
18.	KEERTHANA S	CSE	2016-2020		
19.	PIRAI NUTHAL SELVI M	IT	2016-2020	HCL TECHNOLOGIES LTD., MADURAI <u>careers@hcltech.com</u>	Rs.2,64,000/-
20.	KARTHIKA K	CSE	2016-2020	TNQ TECHNOLOGY PVT LTD, CHENNAI. <u>jane@tnq.co.in</u>	Rs.2,40,000/-
21.	ABINAYA R	CSE	2016-2020		
22.	YAZHINIE M	CSE	2016-2020		
23.	MAHALAKSHMI .R	IT	2016-2020		
24.	MURUGA SHANTHINI O	IT	2016-2020		
25.	MARIYA RUSHANTHINI R	CSE	2016-2020	RIALTO ENTERPRISES PVT LTD, CHENNAI <u>info@rayalacorp.com</u>	Rs.2,15,000/-
26.	SATHIYA T	CSE	2016-2020		
27.	SANGEETHA K	CSE	2016-2020		
28.	KEERTHANA M	CSE	2016-2020		
29.	MOHANA PRIYA K	IT	2016-2020		

  
PLACEMENT COORDINATOR

  
Dr. S. THILAGAVATHI M.E., Ph.D.,  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.

  
PRINCIPAL  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
KAIKKURCHI - 622 303,  
PUDUKKOTTAI DISTRICT



**Zencorp Techno Solutions**  
Empowering the next generation

## LETTER OF APPOINTMENT

Date: 08.10.2020

Dear: **ATCHAYA A**

Congratulations,

We are pleased to inform you that you have been shortlisted for an offer of employment with ZCTS. Your Qualifications make you an ideal candidate for this role, and we are confident that you will contribute significantly to our organization. We request you to submit required documents on the date specified below as discussed by your Recruiter.

Designation: **Software Engineering**

Band: **3 Levels:3**

Process Name: **Web Development (Work from home)**

Date of Joining: **30.10.2020**

Work Location: **Coimbatore.**

Proposed Salary: Annual Cost to the Company:

Compensation	
Annual CTC	INR.2.16 LPA
Monthly Gross	INR.18000 T & C

Note:

- Monthly gross salary of INR
- T & C I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: **ATCHAYA A**

Signature: **Atchaya A.**

Date: **8.10.20.**

Contact Number: **7095807879**

Recruiter Name: **S.Ravendran**

Signature: **[Signature]**

Date: **08.10.2020**

Contact Number: **8608220295**

Please note that this LOA is subjected to review and change as per company HR policies.

[www.zcts.in/0422-4957155/255](http://www.zcts.in/0422-4957155/255)

**Dr. S.THILAGAVATHI M.E.,Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303 Pudukkottai Dt.



**Zencorp Techno Solutions**  
Empowering the next generation

## LETTER OF APPOINTMENT

Date: 08.10.2020

Dear: **NUR ASYKIN H**

Congratulations,

We are pleased to inform you that you have been shortlisted for an offer of employment with ZCTS. Your Qualifications make you an ideal candidate for this role, and we are confident that you will contribute significantly to our organization. We request you to submit required documents on the date specified below as discussed by your Recruiter.

Designation: **Software Engineering**

Band: **3 Levels:3**

Process Name: **Web Development (Work from home)**

Date of Joining: **30.10.2020**

Work Location: **Coimbatore.**

Proposed Salary: Annual Cost to the Company:

Compensation	
Annual CTC	INR.2.16 LPA
Monthly Gross	INR.18000 T & C

Note:

- Monthly gross salary of INR
- T & C I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: **NUR ASYKIN H**

Signature: **Nur Asykin H**

Date: **8.10.20**

Contact Number: **86 3018 5532**

Recruiter Name: **S.Ravendran**

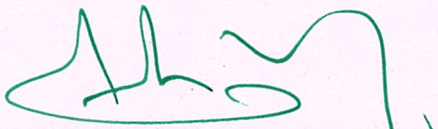
Signature: **S.Ravendran**

Date: **08.10.2020**

Contact Number: **8608220295**

Please note that this LOA is subjected to review and change as per company HR policies.

[www.zcts.in/0422-4957155/255](http://www.zcts.in/0422-4957155/255)

  
**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
**SRI BHARATHI ENGINEERING**  
**COLLEGE FOR WOMEN**  
Kaikkurchi - 622 303, Pudukkottai Dt.



**Zencorp Techno Solutions**  
Empowering the next generation

## LETTER OF APPOINTMENT

Date: 08.10.2020

Dear: **RILVANA V**

Congratulations,

We are pleased to inform you that you have been shortlisted for an offer of employment with ZCTS. Your Qualifications make you an ideal candidate for this role, and we are confident that you will contribute significantly to our organization. We request you to submit required documents on the date specified below as discussed by your Recruiter.

Designation: **Software Engineering**

Band: **3 Levels:3**

Process Name: **Web Development (Work from home)**

Date of Joining: **30.10.2020**

Work Location: **Coimbatore.**

Proposed Salary: Annual Cost to the Company:

Compensation	
Annual CTC	INR.2.16 LPA
Monthly Gross	INR.18000 T & C

Note:

- Monthly gross salary of INR
- T & C I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: **Rilwane V.**

Signature: **Rilwane V.**

Date: **8.10.20**

Contact Number: **9355843239**

Recruiter Name: **S.Ravendran**

Signature: **[Signature]**

Date: **08.10.2020**

Contact Number: **8608220295**

Please note that this LOA is subjected to review and change as per company HR policies.

[www.zcts.in/0422-4957155/255](http://www.zcts.in/0422-4957155/255)

**Dr. S.THILAGAVATHI M.E., Ph.D.**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.





**Zencorp Techno Solutions**  
Empowering the next generation

## LETTER OF APPOINTMENT

Date: 08.10.2020

Dear: VAISHNAVI M

Congratulations,

We are pleased to inform you that you have been shortlisted for an offer of employment with ZCTS. Your Qualifications make you an ideal candidate for this role, and we are confident that you will contribute significantly to our organization. We request you to submit required documents on the date specified below as discussed by your Recruiter.

Designation: **Software Engineering**

Band: **3 Levels:3**

Process Name: **Web Development (Work from home)**

Date of Joining: 30.10.2020

Work Location: **Coimbatore.**

Proposed Salary: Annual Cost to the Company:

Compensation	
Annual CTC	INR.2.16 LPA
Monthly Gross	INR.18000 T & C

Note:

- Monthly gross salary of INR
- T & C I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: VAISHNAVI M

Signature: Vaishnavi M

Date: 8.10.20

Contact Number: 9551461133.

Recruiter Name: S.Ravendran

Signature: [Signature]

Date: 08.10.2020

Contact Number: 8608220295

Please note that this LOA is subjected to review and change as per company HR policies.

[www.zcts.in/0422-4957155/255](http://www.zcts.in/0422-4957155/255)

**Dr. S. THILAGAVATHI M.E., Ph.D.**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurichi - 622 002, Pudukkottai Dt.



**Zencorp Techno Solutions**  
Empowering the next generation

## LETTER OF APPOINTMENT

Date: 08.10.2020

Dear: **ISWARYA M**

Congratulations,

We are pleased to inform you that you have been shortlisted for an offer of employment with ZCTS. Your Qualifications make you an ideal candidate for this role, and we are confident that you will contribute significantly to our organization. We request you to submit required documents on the date specified below as discussed by your Recruiter.

Designation: **Software Engineering**

Band: **3 Levels:3**

Process Name: **Web Development (Work from home)**

Date of Joining: **30.10.2020**

Work Location: **Coimbatore.**

Proposed Salary: Annual Cost to the Company:

Compensation	
Annual CTC	INR.2.16 LPA
Monthly Gross	INR.18000 T & C

Note:

- Monthly gross salary of INR
- T & C I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: **ISWARYA M**

Recruiter Name: **S.Ravendran**

Signature: **Iswarya M**

Signature **[Signature]**

Date: **8-10-2020**

Date: **08.10.2020**

Contact Number: **9698922424**

Contact Number: **8608220295**

Please note that this LOA is subjected to review and change as per company HR policies.

[www.zcts.in/0422-4957155/255](http://www.zcts.in/0422-4957155/255)

**Dr. S.THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.



**Zencorp Techno Solutions**  
Empowering the next generation

## LETTER OF APPOINTMENT

Date: 08.10.2020

Dear: **MATHU BHASHINI B**

Congratulations,

We are pleased to inform you that you have been shortlisted for an offer of employment with ZCTS. Your Qualifications make you an ideal candidate for this role, and we are confident that you will contribute significantly to our organization. We request you to submit required documents on the date specified below as discussed by your Recruiter.

Designation: **Software Engineering**

Band: **3 Levels:3**

Process Name: **Web Development (Work from home)**

Date of Joining: **30.10.2020**

Work Location: **Coimbatore.**

Proposed Salary: Annual Cost to the Company:

Compensation	
Annual CTC	INR.2.16 LPA
Monthly Gross	INR.18000 T & C

Note:

- Monthly gross salary of INR
- T & C I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: **MATHUBASHINI B**

Recruiter Name: **S.Ravendran**

Signature: **Mathubashi B**

Signature **[Signature]**

Date: **8-10-20**

Date: **08.10.2020**

Contact Number: **9089289930**

Contact Number: **8608220295**

Please note that this LOA is subjected to review and change as per company HR policies.

[www.zcts.in/0422-4957155/255](http://www.zcts.in/0422-4957155/255)

**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.



**Zencorp Techno Solutions**  
Empowering the next generation

## LETTER OF APPOINTMENT

Date: 08.10.2020

Dear: **SOWMIYA N**

Congratulations,

We are pleased to inform you that you have been shortlisted for an offer of employment with ZCTS. Your Qualifications make you an ideal candidate for this role, and we are confident that you will contribute significantly to our organization. We request you to submit required documents on the date specified below as discussed by your Recruiter.

Designation: **Software Engineering**

Band: **3 Levels:3**

Process Name: **Web Development (Work from home)**

Date of Joining: **30.10.2020**

Work Location: **Coimbatore.**

Proposed Salary: Annual Cost to the Company:

Compensation	
Annual CTC	INR.2.16 LPA
Monthly Gross	INR.18000 T & C

Note:

- Monthly gross salary of INR
- T & C I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: **SOWMIYA N**

Signature: **N. Sowmiya**

Date: **8.10.20**

Contact Number: **99 555 999 83**

Recruiter Name: **S.Ravendran**

Signature: **[Handwritten Signature]**

Date: **08.10.2020**

Contact Number: **8608220295**

Please note that this LOA is subjected to review and change as per company HR policies.

[www.zcts.in/0422-4957155/255](http://www.zcts.in/0422-4957155/255)

**Dr. S.THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
**SRI BHARATHI ENGINEERING**  
**COLLEGE FOR WOMEN**  
Kaikkurchi - 622 303, Pudukkottai: Dt.

# **FOXCONN HON HAI TECHNOLOGY INDIA MEGA DEVELOPMENT PVT LTD**

---

Ref: FHHTIMDPL/TN/HR/OFR/2021

Date : 17-02-2021

To,  
**Ms Archana T**  
No:2-184B, AD Colony, Neivathali, Periyalur(Po),  
Pudukkottai-614624.

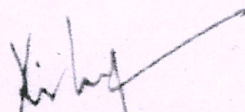
Dear **Archana T**

Sub: Offer Letter for the Position of "TRAINEE"

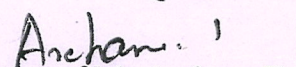
With reference to your application and subsequent interview you had with us, we are pleased to offer an employment in our Company as "**TRAINEE**" as per the terms agreed mutually and your annual CTC will be by Rs **223110/-**(Rupees Two lakh Twenty Three Thousand One Ten Only) per Annexure-1. The detailed appointment order will be given to you at the time of your joining.

Please sign and return the duplicate copy of this letter in token of acceptance of this offer and we look forward to your joining us 27-February-2021. We welcome you to our organization and look forward to a long and mutually beneficial association with us.

**Foxconn Hon Hai Technology India Mega Development Private Limited**

  
**KALIDASAN ASR**  
**PLANT HEAD**

I accept the position being offered by Foxconn Hon Hai Technology India Mega Development Private Limited., On this date and I will join on

  
Signature of Ms Archana T

  
**Dr. S.THILAGAVATHI M.E., Ph.D.,**  
**PRINCIPAL**

**SRI BHARATHI ENGINEERING**

**COLLEGE FOR WOMEN**

Registered Office : 12th, B-1202, Venus Tower, Veera Desai Road, Andheri, Mumbai Suburban, Maharashtra-400053.  
Kankurchi - 622 303, Pudukkottai Dt.

(CIN No.: U52204MH2015FTC270129)

Corporate Office : M2/A and M2/B, Sipcot Industrial Park Phase II, Hi Tech SEZ, Chennai – Bangalore  
National Highway (NH-4), Sunguvarchatram, Kanchipuram (D), Tamilnadu – 602106.

# **FOXCONN HON HAI TECHNOLOGY INDIA MEGA DEVELOPMENT PVT LTD**

---

Ref: FHHTIMDPL/TN/HR/OFR/2021

Date : 17-02-2021

To,  
**Ms Swathi P**  
No:21C, Nijam Colony,  
Pudukkottai.

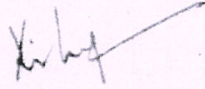
Dear **Swathi P**

Sub: Offer Letter for the Position of "TRAINEE"

With reference to your application and subsequent interview you had with us, we are pleased to offer an employment in our Company as "**TRAINEE**" as per the terms agreed mutually and your annual CTC will be by Rs **223110/-**(Rupees Two lakh Twenty Three Thousand One Ten Only) per Annexure-1. The detailed appointment order will be given to you at the time of your joining.

Please sign and return the duplicate copy of this letter in token of acceptance of this offer and we look forward to your joining us 27-February-2021. We welcome you to our organization and look forward to a long and mutually beneficial association with us.

**Foxconn Hon Hai Technology India Mega Development Private Limited**

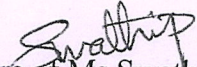
  
**KALIDASAN ASR**  
**PLANT HEAD**

I accept the position being offered by Foxconn Hon Hai Technology India Mega Development Private Limited., On this date and I will join on

  
**Dr. S.THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL

**SRI BHARATHI ENGINEERING**  
**COLLEGE FOR WOMEN**

Kailash Nagar, 627 003, Pudukkottai Dt

  
Signature of Ms Swathi P

Registered Office: 12th, B-1202, Venus Tower, Veera Desai Road, Andheri, Mumbai Suburban, Maharashtra-400053.  
(CIN No.: U32204MH2015FTC270129)

Corporate Office : M2/A and M2/B, Sipcot Industrial Park Phase II, Hi Tech SEZ, Chennai – Bangalore  
National Highway (NH-4), Sunguvarchatram, Kanchipuram (D), Tamilnadu – 602106.

# FOXCONN HON HAI TECHNOLOGY INDIA MEGA DEVELOPMENT PVT LTD

Ref: FHHTIMDPL/TN/HR/OFR/2021

Date : 17-02-2021

To,  
Ms Meera C  
303, Mallika Colony,  
Thanjavur.


Dear Meera C

Sub: Offer Letter for the Position of "TRAINEE"


With reference to your application and subsequent interview you had with us, we are pleased to offer an employment in our Company as "TRAINEE" as per the terms agreed mutually and your annual CTC will be by Rs 223110/- (Rupees Two lakh Twenty Three Thousand One Ten Only) per Annexure-1. The detailed appointment order will be given to you at the time of your joining.


Please sign and return the duplicate copy of this letter in token of acceptance of this offer and we look forward to your joining us 27-February-2021. We welcome you to our organization and look forward to a long and mutually beneficial association with us.

**Foxconn Hon Hai Technology India Mega Development Private Limited**

  
**KALIDASAN ASR**  
**PLANT HEAD**

I accept the position being offered by Foxconn Hon Hai Technology India Mega Development Private Limited., On this date and I will join on

  
Signature of Ms Meera C

  
**Dr. S.THILAGAVATHI M.E., Ph.D.,**  
**PRINCIPAL**  
**SRI BHARATHI ENGINEERING**  
**COLLEGE FOR WOMEN**

Registered Office: 12th, B-1202, Venus Tower, Veera Desai Road, Andheri, Mumbai Suburban, Maharashtra-400053.  
(CIN No.: U32204MH2015FTC270129)

Corporate Office : M2/A and M2/B, Sipcot Industrial Park Phase II, Hi Tech SEZ, Chennai – Bangalore  
National Highway (NH-4), Sunguvarchatram, Kanchipuram (D), Tamilnadu – 602106.

# FOXCONN HON HAI TECHNOLOGY INDIA MEGA DEVELOPMENT PVT LTD

Ref: FHHTIMDPL/TN/HR/OFR/2021

Date : 17-02-2021

To,

**Ms Suha S**

No:2/30,Bharathi Nagar, Alangudi,  
Pudukkottai.

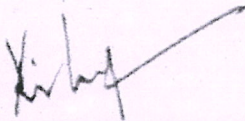
Dear **Suha S**

Sub: Offer Letter for the Position of "TRAINEE"

With reference to your application and subsequent interview you had with us, we are pleased to offer an employment in our Company as "TRAINEE" as per the terms agreed mutually and your annual CTC will be by Rs **223110/-**(Rupees Two lakh Twenty Three Thousand One Ten Only) per Annexure-1. The detailed appointment order will be given to you at the time of your joining.


Please sign and return the duplicate copy of this letter in token of acceptance of this offer and we look forward to your joining us 27-February-2021. We welcome you to our organization and look forward to a long and mutually beneficial association with us.

**Foxconn Hon Hai Technology India Mega Development Private Limited**



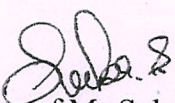
**KALIDASAN ASR**  
**PLANT HEAD**

I accept the position being offered by Foxconn Hon Hai Technology India Mega Development Private Limited., On this date and I will join on



**Dr. S.THILAGAVATHI M.E., Ph.D.,**  
**PRINCIPAL**

**SRI BHARATHI ENGINEERING**  
**COLLEGE FOR WOMEN**



Signature of Ms Suha S

Registered Office : 12th, B-102, Venus Tower, Veera Desai Road, Andheri, Mumbai Suburban, Maharashtra-400053.  
(CIN No.: U32204MH2015FTC270129)

Corporate Office : M2/A and M2/B, Sipcot Industrial Park Phase II, Hi Tech SEZ, Chennai – Bangalore  
National Highway (NH-4), Sunguvarchatram, Kanchipuram (D), Tamilnadu – 602106.



02-Jan 21  
Chennai -600 130

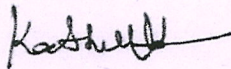
APPT/VIPL/2021/001

To  
DURGADEVI D  
2B,Periyar Nagar  
Pudukkottai.

Dear Durgadevi D,

With reference to your application and subsequent interviews you had with us. We are pleased to offer you a position as GET in our organization on the following terms and conditions:

1. Your training with our company will be commencing from 17-Jan 21 and ending on 17-Jan-22 (both days inclusive) at valeo India Private Limited. CEDEEYES IT Park,63-11, Rajiv Gandhi Road(OMR), Navalur, Chennai-600 130 or in any of the Department/Offices and/or subsidiary /Associate companies either in Chennai or elsewhere. You will be imparted on the-job training at the above place/places.
2. During the course of training you will carry out all directions and instructions issued to you by the company. You will carry out your duties and obligations faithfully and diligently The course and manner of your training will be decided by the company at its sole discretion and you may be required to work as a part of your training in any of the Department/Offices and/or subsidiary/associate companies.
3. Your performance will be assessed in three stages. Primary assessment will be done at the end of the first quarter that is after completing first three months and the second after the second quarter that is after completing 6 months and the third and the final evaluation will done on completion of 1 year. In case your performance is not satisfactory in the opinion of the company during assessment the company reserves the right to terminate the training arrangement.
4. During the course of your training. Your CTC will be INR 390500/- per annum. Please refer annexure-I for detail break up. You will not be eligible for any other benefits expect EPF, Meal voucher, medical insurance cover, personal accident policy as per company norms applicable to trainees.
5. Your appointment as GET is subject to your being found medically fit by the company's Doctor and your testimonials being found to be in order.
6. You will be governed by the extant rules and regulations applicable to trainees in our Establishment as amended from time to time.



KATHIRVEL RAJASEKAR

HR & ADMIN



Durgadevi D



Dr. S. THILAGAVATHI M.E., Ph.D.,  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.

Valeo india private limited

Ceedeeyes IT parks,63,Rajiv Gandhi Salai,(OMR),Navalur,Chennai-600130.India.

T:+91-44-7102 F:+91-44-71028799 CIN NO:U51505TN2008PTC101183

SMART TECHNOLOGY FOR SMARTER MOBILITY



02-Jan 21  
Chennai -600 130

APPT/VIPL/2021/002

To  
GAYATHRI K  
303,Peravurani  
Thanjavur.

Dear Gayathri K,

With reference to your application and subsequent interviews you had with us. We are pleased to offer you a position as GET in our organization on the following terms and conditions:

1. Your training with our company will be commencing from 17-Jan 21 and ending on 17-Jan-22 (both days inclusive) at valeo India Private Limited. CEDEEYES IT Park,63-11, Rajiv Gandhi Road(OMR), Navalur, Chennai-600 130 or in any of the Department/Offices and/or subsidiary /Associate companies either in Chennai or elsewhere. You will be imparted on the-job training at the above place/places.
2. During the course of training you will carry out all directions and instructions issued to you by the company. You will carry out your duties and obligations faithfully and diligently The course and manner of your training will be decided by the company at its sole discretion and you may be required to work as a part of your training in any of the Department/Offices and/or subsidiary/associate companies.
3. Your performance will be assessed in three stages. Primary assessment will be done at the end of the first quarter that is after completing first three months and the second after the second quarter that is after completing 6 months and the third and the final evaluation will done on completion of 1 year. In case your performance is not satisfactory in the opinion of the company during assessment the company reserves the right to terminate the training arrangement.
4. During the course of your training. Your CTC will be INR 390500/- per annum. Please refer annexure-I for detail break up. You will not be eligible for any other benefits expect EPF, Meal voucher, medical insurance cover, personal accident policy as per company norms applicable to trainees.
5. Your appointment as GET is subject to your being found medically fit by the company's Doctor and your testimonials being found to be in order.
6. You will be governed by the extant rules and regulations applicable to trainees in our Establishment as amended from time to time.

KATHIRVEL RAJASEKAR

HR & ADMIN

Gayathri K

Dr. S. THILAGAVATHI M.E., Ph.D.,  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.

Valeo india private limited

Ceedeeyes IT parks,63,Rajiv Gandhi Salai,(OMR),Navalur,Chennai-600130.India.

T:+91-44-7102 F:+91-44-71028799 CIN NO:U51505TN2008PTC101183

SMART TECHNOLOGY FOR SMARTER MOBILITY



02-Jan 21  
Chennai -600 130

APPT/VIPL/2021/005

**To**  
ISWARYA P  
42,Alangudi  
Pudukkottai.

**Dear Iswarya P,**

With reference to your application and subsequent interviews you had with us. We are pleased to offer you a position as GET in our organization on the following terms and conditions:

1. Your training with our company will be commencing from 17-Jan 21 and ending on 17-Jan-22 (both days inclusive) at valeo India Private Limited. CEDEEYES IT Park,63-11, Rajiv Gandhi Road(OMR), Navalur, Chennai-600 130 or in any of the Department/Offices and/or subsidiary /Associate companies either in Chennai or elsewhere. You will be imparted on the-job training at the above place/places.
2. During the course of training you will carry out all directions and instructions issued to you by the company. You will carry out your duties and obligations faithfully and diligently The course and manner of your training will be decided by the company at its sole discretion and you may be required to work as a part of your training in any of the Department/Offices and/or subsidiary/associate companies.
3. Your performance will be assessed in three stages. Primary assessment will be done at the end of the first quarter that is after completing first three months and the second after the second quarter that is after completing 6 months and the third and the final evaluation will done on completion of 1 year. In case your performance is not satisfactory in the opinion of the company during assessment the company reserves the right to terminate the training arrangement.
4. During the course of your training. Your CTC will be INR 390500/- per annum. Please refer annexure-I for detail break up. You will not be eligible for any other benefits expect EPF, Meal voucher, medical insurance cover, personal accident policy as per company norms applicable to trainees.
5. Your appointment as GET is subject to your being found medically fit by the company's Doctor and your testimonials being found to be in order.
6. You will be governed by the extant rules and regulations applicable to trainees in our Establishment as amended from time to time.

KATHIRVEL RAJASEKAR

HR & ADMIN

Iswarya P

Dr. S. THILAGAVATHI M.E., Ph.D.,  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.

**Valeo india private limited**

Ceedeeyes IT parks,63,Rajiv Gandhi Salai,(OMR),Navalur,Chennai-600130.India.

T:+91-44-7102 F:+91-44-71028799 CIN NO:U51505TN2008PTC101183

**SMART TECHNOLOGY FOR SMARTER MOBILITY**



02-Jan 21  
Chennai -600 130

APPT/VIPL/2021/009

To  
FAZILA BEGAM S  
23,Pattukkottai  
Thanjavur.

**Dear Fazila Begam S,**

With reference to your application and subsequent interviews you had with us. We are pleased to offer you a position as GET in our organization on the following terms and conditions:

1. Your training with our company will be commencing from 17-Jan 21 and ending on 17-Jan-22 (both days inclusive) at valeo India Private Limited. CEEDEEYES IT Park,63-11, Rajiv Gandhi Road(OMR), Navalur, Chennai-600 130 or in any of the Department/Offices and/or subsidiary /Associate companies either in Chennai or elsewhere. You will be imparted on the-job training at the above place/places.
2. During the course of training you will carry out all directions and instructions issued to you by the company. You will carry out your duties and obligations faithfully and diligently The course and manner of your training will be decided by the company at its sole discretion and you may be required to work as a part of your training in any of the Department/Offices and/or subsidiary/associate companies.
3. Your performance will be assessed in three stages. Primary assessment will be done at the end of the first quarter that is after completing first three months and the second after the second quarter that is after completing 6 months and the third and the final evaluation will done on completion of 1 year. In case your performance is not satisfactory in the opinion of the company during assessment the company reserves the right to terminate the training arrangement.
4. During the course of your training. Your CTC will be INR 390500/- per annum. Please refer annexure-1 for detail break up. You will not be eligible for any other benefits expect EPF, Meal voucher, medical insurance cover, personal accident policy as per company norms applicable to trainees.
5. Your appointment as GET is subject to your being found medically fit by the company's Doctor and your testimonials being found to be in order.
6. You will be governed by the extant rules and regulations applicable to trainees in our Establishment as amended from time to time.

KATHIRVEL RAJASEKAR

HR & ADMIN

Fazila Begam S

**Dr. S. THILAGAVATHI** M.E., Ph.D.,  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.

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T:+91-44-7102 F:+91-44-71028799 CIN NO:U51505TN2008PTC101183

**SMART TECHNOLOGY FOR SMARTER MOBILITY**



Competition Team Technology (India) Pvt. Ltd.

To G. LAKSHMI  
D/O GANESAN . K  
2/115 Dr. Ambedkar. Naga  
Mangaloti (Po)  
Pudukkottai (Dt) 622301

T

Dear LAKSHMI G

**Offer Letter for Technician Trainee under Company Apprentice Scheme**

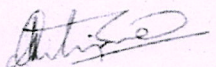
With reference to your application and the subsequent interview conducted, we are pleased to offer you a Technician Apprentice in our organization under company apprentice scheme of certified standing orders on the following terms and conditions:

1. Your selection is provisional subject to your joining on 15/12/2020
2. This apprentice is purely on temporary basis only for 36 months from your date of joining, which will enhance your Technical and operational skills.
3. You will be paid a monthly CTC for first year Rs. 17,287/- Second Year Rs. 18,380/- and Third Year Rs. 20,505/-
4. On joining the Apprentice scheme, you are bound to obey to the terms and conditions of company standing orders as well as the disciplinary rules and regulations of the company in force from time to time.
5. PF and ESI deduction and remittance will be made as per prevailing Government regulation., other than above, full attendance bonus of Rs.1500/- per month, free canteen and transport from nearest pickup points of various routes shall be provided.
6. While joining you have to submit the following:
  - 1) Copy of Address and Aadhar ID proof
  - 2) Copy of Educational Documents
  - 3) Passport size photographs – 2 nos.
  - 4) Covid-19 Fully Vaccinated Certificate (Two dose)
7. You will be issued with company apprentice certificate on successful completion of the tenure.
8. Your apprentice contract could be terminated at any time during the period of thirty-six months tenure without assigning any reasons with a prior notice of 15 days or payment in lieu thereof, it shall stand terminated within the meaning of sub-clause (bb) of clause (oo) of Section 2 of the Industrial Disputes Act, 1947 and such termination shall not amount to retrenchment.
9. You will have to attend in shifts or continuously in any particular shift and you will have to do any job assigned to you by the management then and there.
10. During this period of apprentice, you are liable to be transferred to any of our branches, supplier places, customer places or Sister units in any part of India.
11. You will have to inform the management in writing in case of your change of residential address, social status and contact information within seven days of the change.

You are requested to sign and return the copy of this letter as a token of acceptance.

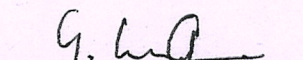
Yours faithfully,

For **Competition Team Technology (India) Private Limited**

  
A. Justin. Jose  
Senior Manager- HR  
Tel: +91-67109803

  
**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
**SRI BHARATHI ENGINEERING**  
**COLLEGE FOR WOMEN**  
Kaikkurchi - 622 303, Pudukkottai Dt.  
Date: 15/12/20

I, G. LAKSHMI hereby accept the above  
Technician apprentice offer in full and wish to confirm joining  
date as on or before 15/12/20

  
Signature of the Candidate



Competition Team Technology (India) Pvt. Ltd.

T

To C. Jencya  
D/o A. Christopher  
307, Sivaramthapalan  
Jeena Nagar  
Pudukkottai - 622001

Dear JENCIYA C

Offer Letter for Technician Trainee under Company Apprentice Scheme

With reference to your application and the subsequent interview conducted, we are pleased to offer you a Technician Apprentice in our organization under company apprentice scheme of certified standing orders on the following terms and conditions:

1. Your selection is provisional subject to your joining on 15/12/2020
2. This apprentice is purely on temporary basis only for 36 months from your date of joining, which will enhance your Technical and operational skills.
3. You will be paid a monthly CTC for first year Rs. 17,287/- Second Year Rs. 18,380/- and Third Year Rs. 20,505/-
4. On joining the Apprentice scheme, you are bound to obey to the terms and conditions of company standing orders as well as the disciplinary rules and regulations of the company in force from time to time.
5. PF and ESI deduction and remittance will be made as per prevailing Government regulation., other than above, full attendance bonus of Rs.1500/- per month, free canteen and transport from nearest pickup points of various routes shall be provided.
6. While joining you have to submit the following:

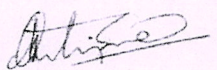
- 1) Copy of Address and Aadhar ID proof
- 2) Copy of Educational Documents
- 3) Passport size photographs – 2 nos.
- 4) Covid-19 Fully Vaccinated Certificate (Two dose)

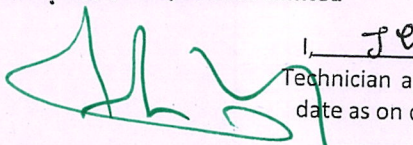
7. You will be issued with company apprentice certificate on successful completion of the tenure.
8. Your apprentice contract could be terminated at any time during the period of thirty-six months tenure without assigning any reasons with a prior notice of 15 days or payment in lieu thereof, it shall stand terminated within the meaning of sub-clause (bb) of clause (oo) of Section 2 of the Industrial Disputes Act, 1947 and such termination shall not amount to retrenchment.
9. You will have to attend in shifts or continuously in any particular shift and you will have to do any job assigned to you by the management then and there.
10. During this period of apprentice, you are liable to be transferred to any of our branches, supplier places, customer places or Sister units in any part of India.
11. You will have to inform the management in writing in case of your change of residential address, social status and contact information within seven days of the change.

You are requested to sign and return the copy of this letter as a token of acceptance.

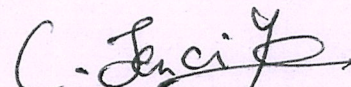
Yours faithfully,

For Competition Team Technology (India) Private Limited

  
A. Justin, Jose  
Senior Manager- HR  
Tel: +91-67109803

  
Dr. S. THILAGAVATHI M.E., Ph.D.,  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi  
Date: 15/12/2020

I, Jencya C hereby accept the above  
Technician apprentice offer in full and wish to confirm joining  
date as on or before 15/12/2020

  
Signature of the Candidate



Competition Team Technology (India) Pvt. Ltd.

To S. Keerthana  
D/o. Srinivasan.  
4/11 Rasi Complex.  
Karampakkudi - 622302

T

Dear KEERTHANA S

**Offer Letter for Technician Trainee under Company Apprentice Scheme**

With reference to your application and the subsequent interview conducted, we are pleased to offer you a Technician Apprentice in our organization under company apprentice scheme of certified standing orders on the following terms and conditions:

1. Your selection is provisional subject to your joining on 15/12/2020
2. This apprentice is purely on temporary basis only for 36 months from your date of joining, which will enhance your Technical and operational skills.
3. You will be paid a monthly CTC for first year Rs. 17,287/- Second Year Rs. 18,380/- and Third Year Rs. 20,505/-
4. On joining the Apprentice scheme, you are bound to obey to the terms and conditions of company standing orders as well as the disciplinary rules and regulations of the company in force from time to time.
5. PF and ESI deduction and remittance will be made as per prevailing Government regulation., other than above, full attendance bonus of Rs.1500/- per month, free canteen and transport from nearest pickup points of various routes shall be provided.
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  - 1) Copy of Address and Aadhar ID proof
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  - 3) Passport size photographs – 2 nos.
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11. You will have to inform the management in writing in case of your change of residential address, social status and contact information within seven days of the change.

You are requested to sign and return the copy of this letter as a token of acceptance.

Yours faithfully,

For Competition Team Technology (India) Private Limited

A. Justin. Jose  
Senior Manager- HR  
Tel: +91-67109803

**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.

Date: 15/12/2020

I, Keerthana. S hereby accept the above  
Technician apprentice offer in full and wish to confirm joining  
date as on or before 15/12/20

Signature of the Candidate

**HCL TECHNOLOGIES LTD.**

Corporate Identity Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4683030

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

**OFFER AND APPOINTMENT LETTER**

Offer Release Date: December 22, 2020

Pirai Nuthal Selvi M  
Thendralagam,  
Mariyamman nagar, Thendralagam, Mariyamman nagar,  
Tn, India, 625009

Dear Pirai Nuthal Selvi M,

Congratulations! After successful completion of your training program with HCL Training and Staffing Services Pvt. Ltd, we are pleased to inform you that you have been selected for employment with HCL Technologies Ltd Madu ( herein referred as "HCL" or "Company") as SOFTWARE ENGINEER at band E1.

Your date of joining in HCL will be considered as **Dec 22, 2020** for all employment related purposes. The monthly basic salary is Rs.22,000/- as per our company norms in Annexure I.

You will be on probation for a period of **12 months** from the date of joining the Company. Your compensation would be as outlined in Annexure 1. The compensation will be effective from **February 7, 2021** and the applicable arrears will be paid to you in the payroll subsequent to issuance of this letter.

**Annexure I** provides details on the various salary components and benefits that we offer you as a part of the HCL family.

The general terms and conditions governing your employment are outlined in **Annexure II**.

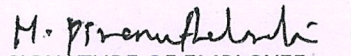
On the date of joining, you would be required to furnish photocopies of the original documents and other listed information in **Annexure III**. Please note that the submission of all the documents is mandatory to facilitate joining, background verification / validation and appointment process at HCL.

As confirmation of your acceptance, please sign the duplicate copy of this Offer cum Appointment Letter along with Annexures and bring the same on Induction/Fare Well day.

Welcome to our Organization! We look forward to a mutually fruitful association.

For HCL Technologies Ltd.

  
**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL

  
SIGNATURE OF EMPLOYEE:

**SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.**

**HCL**



**HCL TECHNOLOGIES LTD.**

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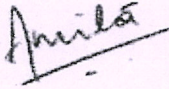
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Amrita Das

Vice President, Head-Global Rewards

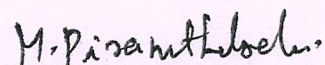
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I accept the offer and related terms and conditions. I will join by \_\_\_\_\_  
Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**Dr. S.THILAGAVATHI M.E., Ph.D.**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.

2

  
SIGNATURE OF EMPLOYEE:

**HCL**

**HCL TECHNOLOGIES LTD.**

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**ANNEXURE I**

**EXPLANATION OF COMPENSATION STRUCTURE AND EMPLOYEE BENEFITS**

To facilitate an easy understanding of your compensation structure (Cost to Company, CTC), the various components have been categorized under the following broad heads:

- ✦ Basic Salary
- ✦ Monthly Allowances
- ✦ Variable Pay
- ✦ Retirals & Insurances Benefit

The details for each component falling under these heads are explained as following:

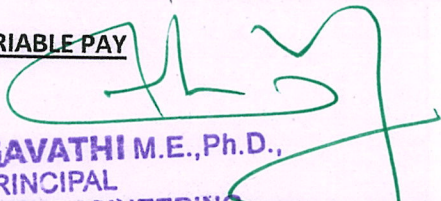
**BASIC SALARY**

The Basic Salary is standard across organization and brought to a certain value of the CTC. Basic salary has an impact on various other components such as the PF contribution, medical insurance cover, Gratuity, HRA etc. and hence has to be balanced so as not to substantially reduce the employee's take home salary.

**MONTHLY ALLOWANCES**

- **House Rent Allowance (HRA):** The HRA is payable maximum Up to 100% of the Basic Salary and paid monthly. This includes the Company Leased Accommodation value. For those who are not staying in a rented accommodation, can declare the same in the system post joining and this amount would be paid as taxable component.
- **Food Wallet:** Food Wallet is a voluntary benefit and is applicable for payments related to food and non- alcoholic beverages only. Once enrolled, the benefit should be availed within HCL Cafeterias or food joints outside HCL campus which serves only food and non-alcoholic beverages. This Food Wallet cannot be used in any other outlet other than designated food outlet.
- **Holiday Allowance:** Holiday Allowance is payable maximum up to INR 50,000 spread over 12 months.
- **Advance Statutory Bonus:** Applicable where monthly gross does not exceed INR 21,000 (excluding variable component) as per the Payment of Bonus Act.
- **Compensatory Allowance:** Compensatory Allowance is a buffer component that adjusts the amount of CTC against all other fixed components.

**VARIABLE PAY**



3

*M. P. Sri Nathalschi*  
SIGNATURE OF EMPLOYEE:

**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
SRI BHARATI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.

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The scope of "Variable Pay" in your compensation structure will be governed based on your "employee group" in HCL.

**Performance Bonus (PB):**

Performance Bonus (PB) is payable in accordance with the Company's Bonus Policy (sales / delivery / functional support) as applicable at that time. The quantum of pay-out will be subject to the current year's Bonus Policy and will be calculated based on your individual contributions against your Key Performance Parameters (KPP) as well as the company's performance.

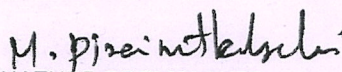
PB is payable at the end of the performance review cycle. To be eligible for the bonus pay-out, you need to be active on the rolls of the company at the time of reward distribution as per Performance review and Reward cycle.

**Engagement Performance Bonus (EPB):** Engagement Performance Bonus is a variable component payable on a monthly basis. This component allows employees to participate and take control of delivery excellence in their respective engagements. Pay-out of EPB will be based on EPB guidelines as applicable to the respective engagement.

**RETIRALS & INSURANCES BENEFIT**

You and your dependents will be covered under Social Security as per the law and Insurance Benefits policy offered by the company. The amount mentioned under 'Insurance and Medical Benefits' in your compensation structure is applicable towards various insurances (Medical Insurance, Term Life Insurance, Personal Accident Insurance).

- **Medical Insurance:** Some of the salient features of the Group Health Medical Insurance policy are as follows
  - The policy covers Hospitalization expenses and Maternity expenses.
  - By default, the employees (who are not covered under the ESI Act, 1948] will be mandatorily covered under the benefit. The benefit will also be available to cover Spouse, dependent children, dependent parents/in-laws, dependent brothers who are unemployed but below the age of 25 and sisters (unmarried & unemployed), additionally, by declaring them as dependants and on confirming that they are NOT covered under any other employer-sponsored medical scheme (e.g., Central Government Health Scheme) and that they are wholly or substantially dependent on you for their medical needs.
  - The premium payable depends on the dependants declared.
  - The hospitalization coverage limit will be same as defined in compensation structure.
  - Company reserves the right to amend the benefit plan and shall keep all employees informed/updated.
  - You may refer 'Medical Insurance policy' for further details.

  
SIGNATURE OF EMPLOYEE:

**HCL TECHNOLOGIES LTD.**

Corporate Identity Number: L74140DL1991PLC046369

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Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

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- **Coverage under ESI:** The employee will be covered under Employee State Insurance Scheme in accordance with the applicable norms and amendments made during time to time or any further amendment which may come into force during the employment tenure under **Employees' State Insurance Act, 1948.**

Employees covered under ESI would not be covered by default under HCL's medical insurance benefit. Option to enroll under medical insurance is available as well; however, in such a case, the additional cost of annual medical premium has to be borne by the employee as per terms and conditions elucidated under Medical Insurance policy.

\*The employee & employer contribution will be payable as per current prescribed rates under ESI Rules.

- **Employer's contribution to Provident Fund:** As per statutory requirements, an employee has to contribute 12% of the basic salary towards Provident Fund (PF). HCL contributes matching amount to PF. Out of employer's contribution, 8.33% of monthly basic or INR. 1,250/- whichever is lower is remitted to PF authorities towards Employees' Pension Scheme (EPS). All employees are thereby eligible to draw pension after superannuation, except those who had opted out of EPS as per Form-11 declaration.

\*The percentage and amount is in compliance with the current PF Act.

- **Gratuity:** As per statutory requirements, it is employer's statutory liability to pay 15 days' Basic salary (15/26 of a monthly Basic) for every completed year of service to each of his employees on their exit, for any reason after five years of continuous service, subject to maximum limit of INR 20.00 lakhs.
- **Term Life Insurance (including EDLI):** At HCL, you will be covered under the Term-life Insurance which provides safety net to family in case of death of the employee due to any reasons. The applicable amount is mentioned in your offer letter.
- **Disability Insurance:** You are also covered against any permanent or partial disability that may arise due to an accident. The amount payable by Insurer for a disability shall depend on nature of the disability. The amount mentioned in your offer letter is the maximum amount paid by Insurer as per the nature of a disability. You may refer 'Personal Accident Insurance' policy for further details.

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

**Disclaimer**

You will be liable to pay all applicable taxes on your income as per the local laws. You will also be responsible for filing your personal Income Tax returns. You acknowledge that the Company is not in

5

SIGNATURE OF EMPLOYEE:

  
Dr. S. THILAGAVATHI M.E., Ph.D.,  
PRINCIPAL

SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.

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

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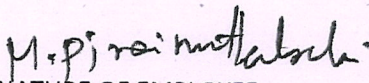
*any way influencing, guiding, suggesting on aspects of taxation or tax saving measures in any form and that the same is individual's decision / personal choice.*

*Please note that all components mentioned above may or may not be a part of your compensation structure. HCL reserves the right to alter, append or withdraw the benefits extended either in part or in full based on management's discretion.*

  
Dr. **S. THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL

**SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.**

6

  
SIGNATURE OF EMPLOYEE:

**HCL**

**HCL TECHNOLOGIES LTD.**

Corporate Identity Number: L741400L1991PLC046369

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Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

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Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

**ANNEXURE II**

**Welcome aboard...**

It is often said that an organization can grow only if it empowers its employees to grow! At HCL, we consciously realize this fact and have developed a five-fold path for individual enlightenment that not only covers basic monetary benefits for HCLites, but also takes care of their professional growth by providing empowerment, knowledge, recognition, transformation and support.

Following are the terms and conditions that refer to our offer of employment to you, this is to be read in conjunction with the offer letter as attached.

**GENERAL TERMS AND CONDITIONS OF EMPLOYMENT**

**1. Location**

Your place of work will be located at **Madurai(A013)**

**2. Medical Check up**

Your employment is subject to you being declared medically fit by the company doctor.

**3. Increments and promotions**

Your growth in terms of role, compensation etc. in the company will solely be based on your performance. Unless notified in writing, you will be deemed as "confirmed" on completion of your probation period i.e. 12 months from date of joining the Company. Subsequently, your annual performance appraisal and compensation review will be aligned and effected from the first day of the subsequent quarter thereafter.

**4. Notice Period/ Separation**

Your employment with the Company can also be terminated either by the Company or by you by giving the other party **three months** advance notice. If the Company terminates the employment and decides to relieve you before the completion of the notice period, the "Basic" component of the salary for the balance notice period would be paid to you. If at your request, the Company agrees to relieve you before serving the full notice period, you will be liable to pay the Company the "Basic" component of the salary for the balance notice period. However, please note that accepting any such early relieving request would be entirely at the discretion of the Company.

On termination of your employment for any reason, you shall comply with the Company's termination procedures, sign all documents and return all Company property. The Company will not be bound to pay the dues, if any, till you have completed all the separation procedures.

**5. Agreements**

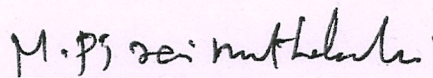
  
**Dr. S. THILAGAVATHI M.E., Ph.D.**

PRINCIPAL

**SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN**

Kaikkurchi - 622 006, Tamil Nadu

7

  
SIGNATURE OF EMPLOYEE:

**HCL**

## HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4683030

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

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You may be required to sign necessary agreements with the Company or any other client as required and complete various formalities as per the agreements at the time of joining and during the tenure with the company.

You may also be required to sign other Agreements with the Company, as the Company may decide from time to time, in order to secure the interests of the Company as also to ensure your performance and adherence to all terms, conditions, rules and regulations of the Company.

### 6. Background Check

- The company will undertake the background verification / validation process of employees in terms of education, previous employment(s), criminal verification, database and web searches, address verification, claims made against achievements in the resumes/CVs of the employees etc. with the help of a third party as and when required. You would be required to submit photocopies of documents detailed in Annexure III to facilitate the joining and background verification process.
- The company may also undertake reference check through at least two professional references submitted during the process of selection
- In case the Prospective Employees fails to submit any document required for conducting background verification, they will not be considered for hiring. If the Prospective Employees fails the background verification, appropriate actions including withdrawal of offer of employment will be taken basis the recommendations given by the background verification team & in line with HCL policies.

### 7. Working Hours

You will be governed by the normal working hours as existing in the company. You may be required to work in shifts and/or in extended working hours, as permitted by law, if required as per business needs. The same are subject to change from time to time.

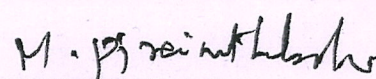
### 8. Mobility

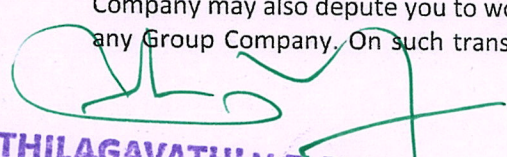
The Company may require you to perform duties and undertake assignments for the Company in any part of India or abroad, whether at the Company's premises or that of its customers/clients. You are also liable to be transferred to any office or branch of the Company anywhere in India or abroad. During deputation to any customer/client's premises you shall abide by the terms and conditions pertaining to such premises.

### 9. Deputation/ Transfer

Company may also depute you to work with any of the Group Companies or transfer your services to any Group Company. On such transfer of your employment, the present terms and conditions will

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SIGNATURE OF EMPLOYEE:

  
Dr. S. THILAGAVATHI M.E., Ph.D.,  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.

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cease and the employment will be governed by the terms of employment of the Company you are transferred to. You shall however be entitled to continuity of service.

**10. Retirement**

You will retire from service on attaining superannuation at the age of 55 years.

**11. Other benefits**

You shall be eligible for other benefits related to leaves, perquisites etc. in accordance with the prevailing terms of employment in the Company. Notwithstanding the above, the Company reserves the right to change the above-mentioned benefits as and when it deems necessary and you will be notified accordingly.

**12. Company Medical/ ESIC**

You and your family (spouse, dependent children, and dependent parents) will be covered under comprehensive Medical Insurance scheme/ESIC as per the Company policy.

**13. Correctness of the Details Furnished**

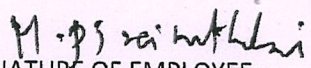
You have been appointed on the presumption that the particulars furnished in your application and resume are correct. In the event the said particulars are found to be incorrect or that you have concluded or withheld some other relevant facts, your appointment with the Company shall stand terminated/cancelled without any notice.

**14. Data Protection:**

- a. The Employee consents to the holding & processing of personal data provided to the Employer for all purposes of the administration and management of his/her employment and/or the Company's business.
- b. The Employee hereby agrees to his/her personal data being collected & the same being transferred, stored and processed by the Company in India and any other countries where the Company, its Group Company and Company Clients have offices, in accordance with the applicable laws.
- c. The Employee also agrees that the Company may make such data available to its advisors, other agencies, such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and various regulatory authorities.
- d. During employment, the employee will have the right to amend/modify/alter his/her personal information. The employer will exercise all reasonable diligence for safeguarding personal information, as have been disclosed by the employee. It is clarified that the said obligation will not be applicable in case of legally compelled disclosures.

  
Dr. S. THILAGAVATHI M.E., Ph.D.,  
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- e. The Employee further acknowledges and agrees that the Employer may, in the course of business, be required to disclose personal data relating to him/her, after the end of his/her employment to any group/statutory bodies/authorities as required under applicable law/requirements. However, any personal data, which is no longer required, will be deleted without undue delay.

**15. Other Rules and Regulations of the Company**

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of HCLT as applicable to you and the changes therein from time to time.

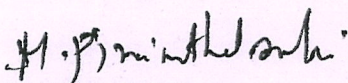
Further, during the period of your employment with HCLT, you will be required to inter alia comply with the Company's Code of Business Ethics & Conduct, Anti Bribery & Anti Corruption, Business Gift and Entertainment Policy and failure to do so shall entitle HCLT to take appropriate disciplinary action which may lead & include upto termination of your employment with HCLT.

You agree not to undertake employment whether full time or part time, as the Director/ Partner/member/employee of any other organization or entity engaged in any form of business activity without the consent of HCL Technologies Ltd. The consent may be given subject to any terms and conditions that the company may think fit and may be withdrawn at the discretion of the company.



**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
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10

  
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**Annexure III**

**LIST OF DOCUMENTS/INFORMATION TO BE SUBMITTED ONLINE TO FACILITATE PRE-EMPLOYMENT BGV (BACKGROUND VERIFICATION / VALIDATION) AND APPOINTMENT PROCESS IN HCL**

S.No.	Particulars (To be submitted to the Recruiter/Online of the BGV link)
1	<b>Highest Qualification</b> - Degree Certificate, All Years Mark sheets. Provisional Degree Certificate required for courses completed in the last 6 months from the current date
2	<b>Permanent/Current Address Proof</b> – Passport, Ration Card, Voter ID, Driving License, , Rental agreement or Lease agreement etc.
3	<b>Previous Employer</b> – Relieving and Experience Letter, latest salary slips & offer letter with Employee ID Number
4	A duly filled and signed copy of the BGV(Joining Form) Form and LOA (letter of authorization)
5	<b>Identity Verification</b> - Copy of valid passport and PAN card required

**Additional documents (To be submitted on request – Only if required)**

1. Highest Qualification- Admit card, college and university official's (Registrar and Director) detail
2. Previous Employer – Direct HR Contact, PF account details, bank statement showing salary transfer and Form 16, If company is active, employer's active address.

**Things to Remember**

1. The information provided in Resume and background verification form must be same.
2. Information provided in background verification form must be accurate.
3. Period of stay mentioned in the background verification form should be correct and in continuation (without any GAP).
4. Any Gap in Employment or Education must be informed explicitly to the recruiter.

Additional document can be requested to clear background verification therefore to avoid delay it is advisable to submit these documents along with the mandatory documents.

**List of Documents required for joining / induction day (Hard Copies)**

S. No	Document Name	Number of Photocopies
1	Latest Offer/Appointment Letter with Cost to Company (CTC and ALL ANNEXURES)	1
2	Extension Letter (if the Date of Joining in the offer letter is past dated)	1

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SIGNATURE OF EMPLOYEE:

**Dr. S. THILAGAVATHI M.E., Ph.D.,**

**PRINCIPAL**

**SRI BHARATHI ENGINEERING**

**COLLEGE FOR WOMEN**

**Kaikkurchi - 622 303, Pudukkottai Dt.**

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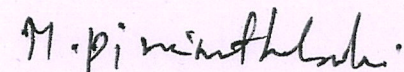
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3	Passport –Front copy only - for Name & DOB proof.	1
4	10 <sup>th</sup> Mark sheet, only if passport is not available.	1
5	PAN CARD as ID Proof (Only if passport is not available)	1
6	Passport Size Photographs (Only with white background)	3

- Please ensure all documents are **Self-attested** (Photocopies).
- Please ensure that the photocopies are clearly visible as dark and hazy photocopies are not accepted.
- Please avoid clicking pictures of documents and taking printouts.
- Please do not send soft copies through Emails.
- Please bring a copy of your Aadhar card on the Induction day, so that HCL onboarding team can ensure the right information is passed on for EPF (Employee Provident Fund) / EPS (Employee Pension Scheme) / UAN (Universal Account Number) account creation/porting etc.
- HCL will only validate the accuracy of the Aadhar Card details for EPF/EPS/UAN and shall not store or use Aadhar card information for any other purposes.
- Please keep your PF account number (immediate previous employment), UAN information handy as these details are required on the induction day.
- Induction Timings are **0900 to 1830** IST.
- Please ensure your BGV Status is Green, before the Date of Joining, check with your Recruiter on the progress/Status.
- All storage Media Devices e.g. laptop, Pen Drives etc. are not allowed inside the campus.

  
**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.

12

  
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**Annexure IV**

You are required to report to HCL Onboarding Team for completing joining formalities on the day of joining by 9:00 a.m. at your respective location of joining as following

**Location of HCL Onboarding Team for joining formalities:**

S. No	Location	Address
1	NOIDA	<b>Mondays and Thursdays:</b> Triveni Induction Room, First Floor, KNMA Tower, Gate number 1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India) <b>Tuesdays, Wednesdays and Fridays:</b> Akashi Induction Room, Ground Floor, Tower – 1, Gate number -1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India)
2	CHENNAI	HCL Technologies Ltd,Sez Unit-2 (Sdb2 Buid), Eclot-Special Economic Zone, 602/3, Shollinganallur Village, Shollinganallur-Medavakkam High Road, Chennai-600119
3	BANGLORE	HCL Technologies Ltd,Surya Sapphire, Plot#3, 1St Phase, Hosur Road, Electronic City Bangalore-560100
4	KOLKATA	HCL Technologies Ltd,Level-4, Building -A3 Unitech Infospace, Dh Street, Rajarhat, Kolkata-700091
5	HYDERABAD	HCL Technologies Ltd,Special Economic Zone, Phoenix Infocity Pvt Ltd, H-01, Level -2 , Hitec City 2-Survey No. 30,34,35 & 38, Madhapur, Hyderabad-500081
6	PUNE	HCL Technologies Ltd,Blue Bell, Tower-7, Level- Upper Ground Floor , Wing (A&B), Magarpatta, Sez, Pune-411013
7	MUMBAI	HCL Comnet Ltd,Arena Tower, Ground Floor, Road No 12, Midc, Andheri East, Opp Goldfinch Hotel, Mumbai-400093
8	LUCKNOW	HCL Technologies Ltd,HCL IT City, SDC-01, 2nd Floor – Induction Room, Chack Gajaria Farms, Sultanpur Road, Lucknow, Uttar Pradesh-226002
9	MADURAI	HCL Technologies Ltd, Sez Unit-1, Tower-1, Elcot, Special Economic Zone, Survey No. 1/2, 1/3, 1/19, 1/20, 4/1, 2/1, 2/2, 4/2, & 5, Plot No. 5&7,Ilandhaikulam Village-Madurai-Tamil Nadu-625020
10	Nagpur	HCL Technologies Ltd, Plot No.5, Sector 12, Mihan SEZ, Nagpur
11	Coimbatore	State Street Hcl Services   Human Resources   Module - 201, 202, 203, 204 And 206 – 2Nd Floor, Tidelpark Coimbatore Limited, Coimbatore - 641014,Extn : 04226657526
12	Vijayawada	State Street HCL Services Private LimitedMedha IT Towers,Third Floor,Kesarapalli,Gannavaram,Krishna District 521102

This offer and Appointment letter with all the enclosures of Annexures is completed in all respects and it is clearly understood and agreed that there is no other commitment or understanding. The above mentioned commitment will not be paid if it is not claimed within 6 months of joining.

For HCL Technologies Ltd.



**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.

13

  
SIGNATURE OF EMPLOYEE:

**HCL**

**HCL TECHNOLOGIES LTD.**

Corporate Identity Number: L741400L1991PLC046369

Technology Hub, Special Economic Zone

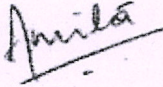
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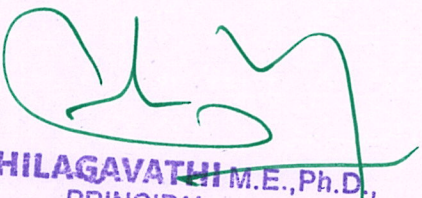
[www.hcl.com](http://www.hcl.com)



Amrita Das

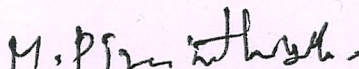
Vice President, Head-Global Rewards

Date:



**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.

14

  
SIGNATURE OF EMPLOYEE:

**HCL**

**Appointment Letter**

Date: 03/02/2021

Name: Ms.ABINAYAR,  
Thanjavur,

Dear Ms. ABINAYA R,

On behalf of TNQ Technologies, we are pleased to offer you the position of **Quality Analyst**

Date of Appointment: Your appointment will be effective on your date of joining, which shall be as soon as possible but no later than 22<sup>nd</sup> February, 2021. Please contact us immediately if you require an alternative joining date. In the event of you failing to join us on or before 4<sup>th</sup> March,2021, this offer for appointment will stand automatically withdrawn/cancelled without any further obligation from our side.

Designation: **Quality Analyst**

Job Location: Chennai

Working Hours: Your working hours will be from 10 am to 7 pm, 5 days a week (Monday to Friday).

Emoluments: Your per month cost to the company will be INR 20000/-. Your individual remuneration is purely between yourself and the company. We expect you to preserve all the information and any changes made from time to time as personal and confidential.

Posting and Probation: Your service is transferable to any other place or branch of the company, whether now existing or still to be formed, whether in India or abroad. You may also be deputed to any of our customer's locations. You will be on a probation period of 3 to 6 months , and the company reserves the discretion to extend your period of probation.

  
Dr. S.THILAGAVATHI M.E., Ph.D.,  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai DL



We welcome you to our company and wish you a long and successful career with us.

Best Wishes

Yours sincerely

A handwritten signature in black ink, appearing to read 'Ram Narasimhan', written in a cursive style.

Signature

Ram Narasimhan

Director

A handwritten signature in green ink, appearing to read 'Dr. S. Thilagavathi', written in a cursive style.

Dr. **S. THILAGAVATHI M.E., Ph.D.**  
PRINCIPAL

**SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN**

**Kaikkurchi - 522 303, Pudukkottai Dt.**

**Appointment Letter**

Date: 03/02/2021

Name: Ms.YAZHINIE M,  
Thanjavur,

Dear Ms.YAZHINIE M,

On behalf of TNQ Technologies, we are pleased to offer you the position of **Quality Analyst**

Date of Appointment: Your appointment will be effective on your date of joining, which shall be as soon as possible but no later than 22<sup>th</sup> February, 2021. Please contact us immediately if you require an alternative joining date. In the event of you failing to join us on or before 4<sup>th</sup> March, 2021, this offer for appointment will stand automatically withdrawn/cancelled without any further obligation from our side.

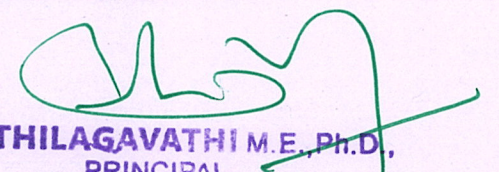
Designation: **Quality Analyst**

Job Location: Chennai

Working Hours: Your working hours will be from 10 am to 7 pm, 5 days a week (Monday to Friday).

Emoluments: Your per month cost to the company will be INR 20000/-. Your individual remuneration is purely between yourself and the company. We expect you to preserve all the information and any changes made from time to time as personal and confidential.

Posting and Probation: Your service is transferable to any other place or branch of the company, whether now existing or still to be formed, whether in India or abroad. You may also be deputed to any of our customer's locations. You will be on a probation period of 3 to 6 months , and the company reserves the discretion to extend your period of probation.



**Dr. S.THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 822 303, Pudukkottai Dt.





We welcome you to our company and wish you a long and successful career with us.

Best Wishes

Yours sincerely-

A handwritten signature in black ink that reads 'Ram Narasimhan'.

Signature

Ram Narasimhan

Director

A handwritten signature in green ink that reads 'Dr. S. Thilagayathi'.

**Dr. S. THILAGAYATHI M.E., Ph.D.,**  
**PRINCIPAL**

**SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.**



## Appointment Letter

Date: 03/02/2021

Name: Ms.KARTHIKA K,  
Thanjavur,

Dear Ms.KARTHIKA K,

On behalf of TNQ Technologies, we are pleased to offer you the position of **Quality Analyst**

Date of Appointment: Your appointment will be effective on your date of joining, which shall be as soon as possible but no later than 22<sup>th</sup> February, 2021. Please contact us immediately if you require an alternative joining date. In the event of you failing to join us on or before 4<sup>th</sup> March, 2021, this offer for appointment will stand automatically withdrawn/cancelled without any further obligation from our side.

Designation: **Quality Analyst**

Job Location: Chennai

Working Hours: Your working hours will be from 10 am to 7 pm, 5 days a week (Monday to Friday).

Emoluments: Your per month cost to the company will be INR 20000/-. Your individual remuneration is purely between yourself and the company. We expect you to preserve all the information and any changes made from time to time as personal and confidential.

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TNQ Technologies Private Limited  
Plot No. 4/600, 4/197 Phase II Vikram Sarabhai Instronic Estate Kottivakkam Chennai.

  
Dr. S.THILAGAVATHI M.E.,Ph.D.,  
PRINCIPAL  
SRIBHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.



We welcome you to our company and wish you a long and successful career with us.

Best Wishes

Yours sincerely

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Signature

Ram Narasimhan

Director

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Dr. **S. THILAGAVATHI** M.E., Ph.D.,

PRINCIPAL

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COLLEGE FOR WOMEN**

**Kaikkurchi - 622 303, Pudukkottai Dt.**

TNQ Technologies Private Limited

Plot No. 4/600, 4/197 Phase II Vikram Sarabhai Instronic Estate Kottivakkam Chennai.

**Appointment Letter**

Date: 03/02/2021

Name: Ms.MAHALAKSHMI R,  
Thanjavur,

Dear Ms. MAHALAKSHMI R,

On behalf of TNQ Technologies, we are pleased to offer you the position of **Quality Analyst**

Date of Appointment: Your appointment will be effective on your date of joining, which shall be as soon as possible but no later than 22<sup>nd</sup> February, 2021. Please contact us immediately if you require an alternative joining date. In the event of you failing to join us on or before 4<sup>th</sup> March,2021, this offer for appointment will stand automatically withdrawn/cancelled without any further obligation from our side.


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SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.



We welcome you to our company and wish you a long and successful career with us.

Best Wishes

Yours sincerely-

A handwritten signature in black ink, appearing to read 'Ram Narasimhan', written in a cursive style.

Signature

Ram Narasimhan

Director

A handwritten signature in green ink, appearing to read 'Dr. S. Thilagavathi', written in a cursive style.

**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
**PRINCIPAL**  
**SRI BHARATHI ENGINEERING**  
**COLLEGE FOR WOMEN**  
**Kaikkurchi - 622 303, Pudukkottai Dt.**

**Appointment Letter**

Date: 03/02/2021

Name: Ms. MURUGA SHANTHINI O,  
Thanjavur,

Dear Ms. MURUGA SHANTHINI O,

On behalf of TNQ Technologies, we are pleased to offer you the position of **Quality Analyst**

Date of Appointment: Your appointment will be effective on your date of joining, which shall be as soon as possible but no later than 22<sup>nd</sup> February, 2021. Please contact us immediately if you require an alternative joining date. In the event of you failing to join us on or before 4<sup>th</sup> March, 2021, this offer for appointment will stand automatically withdrawn/cancelled without any further obligation from our side.

Designation: **Quality Analyst**

Job Location: Chennai

Working Hours: Your working hours will be from 10 am to 7 pm, 5 days a week (Monday to Friday).

Emoluments: Your per month cost to the company will be INR 20000/-. Your individual remuneration is purely between yourself and the company. We expect you to preserve all the information and any changes made from time to time as personal and confidential.

Posting and Probation: Your service is transferable to any other place or branch of the company, whether now existing or still to be formed, whether in India or abroad. You may also be deputed to any of our customer's locations. You will be on a probation period of 3 to 6 months, and the company reserves the discretion to extend your period of probation.

  
Dr. S. THILAGAVATHI M.E., Ph.D.,  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.



We welcome you to our company and wish you a long and successful career with us.

Best Wishes

Yours sincerely

A handwritten signature in black ink, appearing to read 'Ram Narasimhan'.

Signature

Ram Narasimhan

Director

A handwritten signature in green ink, appearing to read 'S. Thilagavathi'.

Dr. **S.THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
**SRI BHARATHI ENGINEERING**  
**COLLEGE FOR WOMEN**  
Kaikkurchi - 622 303, Pudukkottai Dt.



**ORDER OF INTENT**

Date: 28.12.2020

Name: MARIYA RUSHANTHINI R

Pudukkottai.

Dear Mariya Rushanthini R,

This is with reference to your application and interviews you had with us on the 28<sup>th</sup> of December, 2020. We are pleased to offer you the position **Quality Checking**, in Rialto enterprises Pvt Ltd.

The Total Employment Cost applicable to you is **INR 2,15,000/- (Two Hundred and Fifteen Thousand Only)** per annum. Further details of your TEC package are affixed. You will be eligible to be part of the Performance Linked Bonus Plan that is designed to reward superior performance.

The detailed appointment letter will be handed over to you on the date of joining.

This provisional offer of appointment is subject to the following conditions:

- Acceptance of this provisional offer.
- Joining date will be on or before January 22, 2021.
- Submission of educational certificates, ID proof, address proof, PAN card within the next 3 months.

Kindly sign the duplicate copy of this provisional offer if you accept the terms and conditions stated above.

We welcome you to be a part of our organisation and wish you a successful career with us.

  
**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
**SRI BHARATHI ENGINEERING**  
**COLLEGE FOR WOMEN**  
Kaikkurchi - 622 303, Pudukkottai Dt.



RIALTO ENTERPRISES PRIVATE LIMITED  
info@rayalacorp.com



Best Wishes  
Yours sincerely,

*Sankar Narayanan*

Signature

SANKARANARAYANAN

Director

I accept

Name Mariya Roshanthini. R.

Signature Mariya Roshanthini.

Date 28/12/20.

**Dr. S.THILAGAVATHI M.E., Ph.D.,**

PRINCIPAL

**SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN**

**Keikkurchi - 622 393, Pudukkottai Dt.**



**ORDER OF INTENT**

Date: 28.12.2020

Name: SATHIYA T

Pudukkottai.

Dear Sathiya T,

This is with reference to your application and interviews you had with us on the 28<sup>th</sup> of December, 2020. We are pleased to offer you the position **Quality Checking**, in Rialto enterprises Pvt Ltd.

The Total Employment Cost applicable to you is **INR 2,15,000/- (Two Hundred and Fifteen Thousand Only)** per annum. Further details of your TEC package are affixed. You will be eligible to be part of the Performance Linked Bonus Plan that is designed to reward superior performance.

The detailed appointment letter will be handed over to you on the date of joining.

This provisional offer of appointment is subject to the following conditions:

- Acceptance of this provisional offer.
- Joining date will be on or before January 22, 2021.
- Submission of educational certificates, ID proof, address proof, PAN card within the next 3 months.

Kindly sign the duplicate copy of this provisional offer if you accept the terms and conditions stated above.

We welcome you to be a part of our organisation and wish you a successful career with us.

  
**Dr. S.THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
**SRI BHARATHI ENGINEERING**  
**COLLEGE FOR WOMEN**  
Kaikkurchi - 622-303, Pudukkottai Dt.

RIALTO ENTERPRISES PRIVATE LIMITED  
info@rayalacorp.com



Best Wishes  
Yours sincerely,

*Sankaranarayanan*

Signature

SANKARANARAYANAN

Director

I accept

Name T. Sathya

Signature *T. Sathya*

Date 28/12/2020

**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.



**ORDER OF INTENT**

Date: 28.12.2020

Name: SANGEETHA K

Pudukkottai.

Dear Sangeetha K,

This is with reference to your application and interviews you had with us on the 28<sup>th</sup> of December, 2020. We are pleased to offer you the position **Quality Checking**, in Rialto enterprises Pvt Ltd.

The Total Employment Cost applicable to you is **INR 2,15,000/- (Two Hundred and Fifteen Thousand Only)** per annum. Further details of your TEC package are affixed. You will be eligible to be part of the Performance Linked Bonus Plan that is designed to reward superior performance.

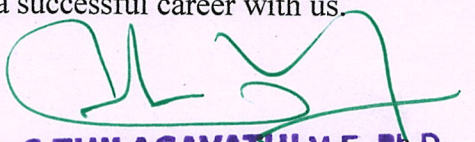
The detailed appointment letter will be handed over to you on the date of joining.

This provisional offer of appointment is subject to the following conditions:

- Acceptance of this provisional offer.
- Joining date will be on or before January 22, 2021.
- Submission of educational certificates, ID proof, address proof, PAN card within the next 3 months.

Kindly sign the duplicate copy of this provisional offer if you accept the terms and conditions stated above.

We welcome you to be a part of our organisation and wish you a successful career with us.

  
**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
**PRINCIPAL**  
**SRI BHARATHI ENGINEERING**  
**COLLEGE FOR WOMEN**  
**Kaikkurchi - 622 305, Pudukkottai Dt.**

RIALTO ENTERPRISES PRIVATE LIMITED  
info@rayalacorp.com



Best Wishes  
Yours sincerely,

Signature

SANKARANARAYANAN

Director

I accept

Name K. Sangeetha

Signature [Handwritten Signature]

Date 28/12/2020

Dr. **S. THILAGAVATHI** M.E., Ph.D.,  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.



**ORDER OF INTENT**

Date: 28.12.2020

Name: KEERTHANA M

Pudukkottai.

Dear Keerthana M,

This is with reference to your application and interviews you had with us on the 28<sup>th</sup> of December, 2020. We are pleased to offer you the position **Quality Checking**, in Rialto enterprises Pvt Ltd.

The Total Employment Cost applicable to you is **INR 2,15,000/- (Two Hundred and Fifteen Thousand Only)** per annum. Further details of your TEC package are affixed. You will be eligible to be part of the Performance Linked Bonus Plan that is designed to reward superior performance.

The detailed appointment letter will be handed over to you on the date of joining.

This provisional offer of appointment is subject to the following conditions:

- Acceptance of this provisional offer.
- Joining date will be on or before January 22, 2021.
- Submission of educational certificates, ID proof, address proof, PAN card within the next 3 months.

Kindly sign the duplicate copy of this provisional offer if you accept the terms and conditions stated above.

We welcome you to be a part of our organisation and wish you a successful career with us.

  
**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai DL

RIALTO ENTERPRISES PRIVATE LIMITED  
info@rayalacorp.com



Best Wishes  
Yours sincerely,

*Sankaranarayanan*

Signature

SANKARANARAYANAN

Director

I accept

Name *M. Keerthana*

Signature *M. Keerthana*

Date 28.12.2020

*[Handwritten Signature]*

Dr. S. THILAGAVATHI M.E., Ph.D.,  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkotta Dt.



**ORDER OF INTENT**

Date: 28.12.2020

Name: MOHANA PRIYA K

Pudukkottai.

Dear Mohana Priya K,

This is with reference to your application and interviews you had with us on the 28<sup>th</sup> of December, 2020. We are pleased to offer you the position **Quality Checking**, in Rialto enterprises Pvt Ltd.

The Total Employment Cost applicable to you is **INR 2,15,000/- (Two Hundred and Fifteen Thousand Only)** per annum. Further details of your TEC package are affixed. You will be eligible to be part of the Performance Linked Bonus Plan that is designed to reward superior performance.

The detailed appointment letter will be handed over to you on the date of joining.

This provisional offer of appointment is subject to the following conditions:

- Acceptance of this provisional offer.
- Joining date will be on or before January 22, 2021.
- Submission of educational certificates, ID proof, address proof, PAN card within the next 3 months.

Kindly sign the duplicate copy of this provisional offer if you accept the terms and conditions stated above.

We welcome you to be a part of our organisation and wish you a successful career with us.

  
Dr. **S.THILAGAVATHI M.E., Ph.D.**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.  
Chennai 600041





Best Wishes  
Yours sincerely,

A handwritten signature in black ink that reads "Sankaranarayanan".

Signature

SANKARANARAYANAN

Director

I accept

Name Mohanapriya.k.

Signature Mahiy.k.

Date 28.12.2020.

A handwritten signature in green ink that reads "Dr. S.Thilagavathi".

**Dr. S.THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
MADURAI, TAMIL NADU, INDIA



**SRI BHARATHI ENGINEERING COLLEGE FOR WOMEN**

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai-25)

Kaikkurichi, Pudukkottai, Tamil Nadu – 622 303, India

**ECE**



# SRI BHARATHI ENGINEERING COLLEGE FOR WOMEN

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)


Kaikkurichi, Pudukkottai- 622 303.

## CONSOLIDATED PLACEMENT DETAILS ACADEMIC YEAR 2019-2020

S.NO	NAME OF THE PLACED STUDENTS	DEPT	BATCH	COMPANY NAME WITH EMAIL-ID	SALARY (IN INR PER ANNUM)
1	ABINAYA R	ECE	2016-2020	HYUNDAI GLOVIS INDIA PVT LTD, Chennai. <a href="mailto:divyaann.m@glovis.co.in">divyaann.m@glovis.co.in</a>	Rs.2,18450/-
2	AGALYA A	ECE	2016-2020		
3	ATCHAYA G	ECE	2016-2020	UJJIVAN SMALL FINANCE BANK, Pattukkottai. <a href="mailto:cutomercare@ujjivan.com">cutomercare@ujjivan.com</a>	Rs.2,19,744/-
4	DEEPA N	ECE	2016-2020	HI-TECH ARAI PVT LTD, Chennai. <a href="mailto:ganeshbabu@hitecharai.com">ganeshbabu@hitecharai.com</a>	Rs.2,22,000/-
5	MAHESWARI V	ECE	2016-2020		
6	SHANMUGAPRIYA R	ECE	2016-2020		
7	SIVABHARATHI P	ECE	2016-2020		
8	DHARANIYA A	ECE	2016-2020	ZENCORP TECHNO SOLUTIONS, Chennai. <a href="mailto:hr@zcts.in">hr@zcts.in</a>	Rs 2,16000/-
9	PRIYANKA E	ECE	2016-2020		
10	ROJA A	ECE	2016-2020		
11	SANKAVI M	ECE	2016-2020		
12	SHIYAMALA E	ECE	2016-2020		
13	JEEVITHA U	ECE	2016-2020	INDIA JAPAN LIGHTING PRIVATE LTD,CHENNAI. <a href="mailto:factory@ijl.co.in">factory@ijl.co.in</a>	Rs 2,34,000/-
14	PAZHANIYAMMAL R	ECE	2016-2020		
15	VINCY A	ECE	2016-2020		
16	SIVARUBINI S	ECE	2016-2020	CTS INDIA PVT LTD,CHENNAI <a href="mailto:inquiry@cognizant.com">inquiry@cognizant.com</a>	Rs 4,01988/-

  
PLACEMENT COORDINATOR

  
Dr. S. THILAGAVATHI M.E., Ph.D.,  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurichi - 622 303, Pudukkottai Dt.

  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
KAIKKURICHI - 622 303.  
PUDUKKOTTAI DISTRICT



Hyundai Glovis Pvt Ltd,  
Sriperumbudur,  
Chennai-602105.  
divyaann.m@glovis.co.in

19<sup>th</sup> January 2021

## Letter of Appointment

Dear Abinaya,

Based on our recent discussions with you, we pleased to extend you an offer to join Hyundai Glovis Private Ltd .You will be place in our company designated as Associate Trainee.

1. Your employment is effective from February 11, 2021.
2. Your annual compensation will be INR 218450(Rupees Two Lakhs Eighteen thousand four fifty Only). And will be structure. This will continue to be applicable until further communication on the same. All tax Liabilities among out of your compensation package present or future.
3. Upon joining you may undergo training program in our glovis office to acquire knowledge to enable you to successfully perform to the expectations of the position offered to you. This offer and your employment with glovis are contingent, upon you successfully completing the training program as per the satisfaction of glovis .
4. You are required to provide copies of all mandatory documents required by the company before joining and during your employment, as per the timelines communicated by the company from time to time. .These documents include, but are not limited to your education certificates and past employments experience letters. The offer of employment and your employment with the company is dependent on timely submission of such required documents.
5. Non furnishing of mandatory documents within the specified time shall result in termination of employment.

To indicate your acceptance of this offer letter and employment with glovis, please submit a copy of this letter with your signature on each page.

Wishing you a rewarding career with glovis and look forward to your joining us.

Yours sincerely,  
For Hyundai glovis services Pvt Ltd

ACKNOWLEDGED AND AGREED  
Abinaya.R  
January 19, 2021

**Dr. S.THILAGAVATHI M.E.,Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.



Hyundai Glovis Pvt Ltd,  
Sriperumbudur,  
Chennai-602105.  
divyaann.m@glovis.co.in

19<sup>th</sup> January 2021

## Letter of Appointment

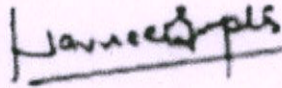
Dear Agalya,

Based on our recent discussions with you, we pleased to extend you an offer to join Hyundai Glovis Private Ltd .You will be place in our company designated as Associate Trainee.

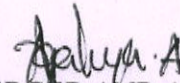
1. Your employment is effective from February 11, 2021.
2. Your annual compensation will be INR 218450(Rupees Two Lakhs Eighteen thousand four fifty Only). And will be structure. This will continue to be applicable until further communication on the same. All tax Liabilities among out of your compensation package present or future.
3. Upon joining you may undergo training program in our glovis office to acquire knowledge to enable you to successfully perform to the expectations of the position offered to you. This offer and your employment with glovis are contingent, upon you successfully completing the training program as per the satisfaction of glovis .
4. You are required to provide copies of all mandatory documents required by the company before joining and during your employment, as per the timelines communicated by the company from time to time. .These documents include, but are not limited to your education certificates and past employments experience letters. The offer of employment and your employment with the company is dependent on timely submission of such required documents.
5. Non furnishing of mandatory documents within the specified time shall result in termination of employment.

To indicate your acceptance of this offer letter and employment with glovis, please submit a copy of this letter with your signature on each page.

Wishing you a rewarding career with glovis and look forward to your joining us.



Yours sincerely,  
For Hyundai glovis services Pvt Ltd

  
ACKNOWLEDGED AND AGREED  
Agalya.A  
January 19, 2021

  
Dr. S.THILAGAVATHI M.E., Ph.D.,  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.



# UJJIVAN SMALL FINANCE BANK

Build a Better Life

Date: 23-06-2021

Dear Atchaya Gnanasekar,

**Subject: Your Appointment in the Bank's Service**

Congratulations on your selection in Ujjivan Small Finance Bank!

Further to the selection process undertaken by the Bank for the position of **Customer Relationship Officer** we are pleased to offer you appointment as **Customer Relationship Officer** subject to the below mentioned terms and conditions apart from other Service Rules and conditions that are applicable or may become applicable from time to time:

Position Offered	Customer Relationship Officer
Grade	UJJB
Compensation - Annual Fixed Pay (A)	219744
Compensation - Target Variable Pay* (B)	329616
Compensation - Cost to Company CTC (A+B)	549360
Period of Probation (Months)	6 Months (180 Days)
Place of Initial Posting	South 1725-Pattukottai, Pattukkottai, Tamil Nadu, India, (South-SFB)
Reporting to	Assistant Customer Relationship Manager
Date within which you should join the service of the Bank	01-07-2021

#### Target Variable Pay (TVP)\*

For Sales Award earning roles, a maximum of up to 150% of yearly fixed pay will be paid every year based on performance. For Performance bonus earning roles, TVP will be 10% of Total CTC.

The position offered is provisional, subject to:

1. You fulfilling the terms and conditions specified in Annexures A, B, C forming part of this offer letter (the contents in the said Annexures shall be deemed to have been incorporated in this offer letter),
2. You fulfilling all eligibility criteria applicable for the position,
3. You being found medically fit,
4. You submitting the particulars specified in Annexure C hereunder.

If you are currently in the employment of any organization

1. You submitting proper relieving letter and no due certificate issued by the current employer, and
2. Your Universal Account Number ('UAN') with the Employees' Provident Fund Organization compliant with Aadhaar particulars. If your existing UAN is not Aadhaar compliant and you shall not fall under the term Excluded Employee within the meaning of Employees', Provident Fund Scheme, 1952, you should make the UAN Aadhaar complaint before the date of joining.

On your date of joining, please report to **Wilson D, Assistant Manager - Employee Engagement at Ujjivan Small Finance Bank Ltd, #21, ground & 1st Floor Chinnappanaikkar Street, Salem Main Road, Thiruvannamalai - 606601..** Queries, if any related to this offer letter may be addressed to: **Miss Shalini, Manager - Employee Engagement, Ujjivan Small Finance Bank Ltd, #19/1, Ground Floor, Ward No. 71, Pandiyarajapuram Main Street 'Bye Pass Road, Madurai 625016..**

If, due to any reasons, you are unable to join the service of the Bank on or before the date mentioned above, the communication in

18002082121 [www.ujjivansfb.in](http://www.ujjivansfb.in) [customercare@ujjivan.com](mailto:customercare@ujjivan.com)

**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
**SRI BHARATHI ENGINEERING**  
**COLLEGE FOR WOMEN**  
**Kaikkurchi - 622 303, Pudukkottai Dt.**



# UJJIVAN SMALL FINANCE BANK

Build a Better Life

writing stating such reasons should be served on the Bank at least 7 (Seven) working days prior to the scheduled date of joining mentioned above. In the absence of such communication, this offer letter will be treated as revoked on the date mentioned above.

If the terms and conditions contained herein are acceptable to you, please convey your unconditional acceptance by signing the duplicate copy of this offer letter and sending the same to the undersigned so as to reach him/her on or before 01-07-2021. If we do not receive your unconditional acceptance within the above mentioned date, this offer letter will be treated as withdrawn.

Welcome to Ujjivan Small Finance Bank Limited. Looking forward to a successful and significant association with you.

Yours sincerely,  
For Ujjivan Small Finance Bank Limited,

*K. Shalini*

Encl: Annexure A (Duties); Annexure B (Entitlements); Annexure C (Joining Documents)  
I hereby unconditionally accept the offer and the terms and conditions.

Name: G. Atchaya.  
Signature: *G. Atchaya*  
Date: 23-06-2021

## ANNEXURE A

### Benefits

All benefits applicable for the position shall be governed by the guidelines issued by Ujjivan Small Finance Bank Ltd. ('Bank') from time to time. The Bank may vary, modify or amend the guidelines from time to time and give notice thereof to the employees.

### Probation

You shall be on probation for a period of **6 Months (180 Days)** from the date of joining the Bank. The said period of probation may be extended by the Bank for such further periods warranted, at the absolute discretion of the Bank. On successful completion of the probation period to the satisfaction of the Bank, the Bank may in writing confirm you in services in accordance with the policies and procedures of the Bank. The Bank reserves its rights to conduct background verification, antecedent checks, reference checks etc. as part of the process of confirmation.

### Notice Period

During the period of probation (or the extended period of probation) and till such time you are confirmed in the service of the Bank in writing, the Bank shall have the right to terminate (discontinue or dispense with) your services by giving **30 (Thirty) days'** written notice or salary in lieu thereof.

If you desire to leave the services of the Bank during the period of probation, you shall serve upon the Bank due written notice of **30 (thirty) days**.

After confirming you in services, the Bank shall have the right to terminate (discontinue or dispense with) your services by giving **3 (Three) months'** written notice or salary in lieu thereof.

If you desire to leave the services of the Bank after confirmation, you shall serve upon the Bank due written notice of **3 (Three) months**.

However, the Bank shall have the right to terminate you forthwith without Notice, if there exists any circumstance necessitating such termination vis-à-vis the Policies of the Bank.

*[Handwritten Signature]*

**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.

☎ 18002082121

🌐 [www.ujjivansfb.in](http://www.ujjivansfb.in)

✉ [customercare@ujjivan.com](mailto:customercare@ujjivan.com)



# UJJIVAN SMALL FINANCE BANK

Build a Better Life

Upon confirmation in services, the Bank shall have the right to decide your further posting and/or change in role, depending on business exigencies, and you shall be bound by such decisions.

## Prevention of Sexual Harassment

As a responsible employer the Bank is committed to providing a safe work environment to its employees, free from harassment towards or by the employees, in line with the applicable legislation in the country. This includes harassment of an employee by supervisors, colleagues, customers, vendors, consultants, contract employees or any other party with whom the Bank has a business, service or professional relationship. The Bank encourages employees to express freely, responsibly and in an orderly manner through defined channels, about any problem or complaint of sexual harassment. Strict action will be taken against the accused if proved guilty after due enquiry process. In case the complaint is found to be malicious, the complainant shall, if deemed fit, be liable for appropriate disciplinary action by the Management. You are hereby advised to read thoroughly the policy on prevention of Sexual Harassment and encouraged to reinforce the maintenance of a work-environment free from sexual harassment.

## Declaration of Life Events

You will duly intimate HR Department of the Bank in writing as regards major life events, occurring during your course of employment with the Bank, which will have a major impact on your personal and professional life and which may enable you to avail certain employee benefits and/or may result in any change in the nominees/dependents declared by you. These life changes may include change in marital status, birth of children, death of nominee/dependent, change in the name of the employee, change in the name of the nominees/dependents, additions or deletions in the list of nominees/dependents and change in Permanent or Correspondence Address. Unless you inform the Bank in writing about such major life events, the Bank shall be reckoning the data available with it for all purposes, including for benefits, if any.

## Intellectual Property

In consideration of the Appointment, you agree:

1. That the Bank shall own (as its exclusive property, free from any obligations towards you) all intellectual property developed or conceived by you either solely or jointly with others during the period of your employment, (1) that are along the lines of the businesses, work or investigations of the Bank or as to which you may receive information due to your employment, or (2) that results from any work which you may do for the Bank or (3) that are otherwise made through the use of the Bank's time, facilities or materials; and
2. To execute all necessary papers and otherwise provide proper assistance (at the expenses of the Bank), during and subsequent to your employment, to enable the Bank to obtain for itself or its nominees all patents, copyrights, or other legal protection for such intellectual property in any and all countries.

## Prevention of Insider Trading

1. In line with the SEBI (Prohibition of Insider Trading) Regulations, 2015 as modified from time to time, you shall comply with the employee share trading code as approved by the Board of Directors of the Bank. In addition, you shall not deal in securities of a firm listed in the stock exchanges, when in possession of any unpublished price sensitive information or communicate such information to any person except as required in the normal course of work, or under any law; or counsel any person to deal in securities on the basis of such information.
2. You are not authorized to and must not at any time.
3. Trade on your own account by pledging the credit of the Bank, or
4. Even on the Bank's account, enter into any transaction of a speculative or gambling nature or otherwise subject the Bank to risks which are beyond its financial capacity to bear.

## Non-Compete

During your employment with the Bank, you will devote your whole time, attention and skill and your ability for the Bank's business. During your employment with the bank, you shall not, without the written permission of the Bank, engage directly or indirectly in any other business, profession, occupation or other commercial activity, whether as a principal, agent, contractor, consultant or otherwise, whether full-time or part-time. You hereby agree not to directly or indirectly compete with the business of the Bank and/or its successors and assigns during the term of the Appointment and for a period of 2 (Two) years following the expiration or termination of the Appointment notwithstanding the cause or reason for termination. The remuneration paid to you during the course of this employment shall constitute adequate consideration for such non-compete obligations.

## Malus/Clawback

The Bank can exercise provisions of malus/clawback in respect of your remuneration to address misconduct risks and all statutory and regulatory stipulations as applicable. You shall comply with the performance requirements and other regulatory requirements, internal policies etc., as communicated by the Bank from time to time.

In the event of subdued or negative contribution of any employee or the relevant line of business, towards achievements of the

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**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING





# UJJIVAN SMALL FINANCE BANK

Build a Better Life

Bank's objectives in any year as determined by the Bank and/or occurrence of instances (such as subdued/negative financial performance of the Bank, unsatisfactory or less than expected performance of particular line of business in any year (barring any extraordinary situation), erroneous classification of assets and inadequate provisioning against NPAs etc.) the Bank reserves the right to invoke malus/clawback provisions on the remuneration. Such provisions may be applied on any increments, cash bonuses or share linked instruments granted by the Bank.

Under a malus arrangement the Bank may prevent vesting of all or part of the amount of remuneration. Under a clawback arrangement, you agree to return previously paid or vested fixed or variable remuneration to the Bank under certain circumstances.

## Duties/Obligations

You shall:

1. Perform, observe and conform to such duties, directions and instructions including the organization's code of conduct as may be assigned or communicated to you by the Bank from time to time.
2. Ensure all your accounts, dealings and transactions relating to the business of the Bank are true and accurate and you shall at all times when required render true and just account thereof to the Bank or to such persons as shall be authorized to receive the same.
3. Declare in a prescribed format, a statement of your assets and liabilities as and when requested by the Human Resources or Compliance team.
4. Not at any time act in a manner detrimental to the interest of the Bank.
5. Be responsible for safekeeping and return, in good condition and order, all the properties of the Bank, which may be or happen to be in your use, custody or charge including information relating to the Bank or work related information on your hand held device, mobile phone, tablets, laptops, desktops and related accessories.
6. Abide by all the staff rules and, regulations and policies, which may be in force from time to time.
7. Be expected not to have any financial transaction of any nature whatsoever with all the people you work with eg. Superiors, subordinates, peers, vendors, consultants, DSA's, borrowers, depositors, collectors, advocates, valuers, CA's, auditors etc.
8. Automatically retire on attaining the age of superannuation, as per Bank's policy on retirement age as amended from time to time.
9. Be required to sign and comply with a confidentiality agreement and other such documents and undertaking relating to confidentiality, ethics, code of conduct and professional work practice that the Bank may consider necessary from time to time.
10. Abide by various Human Resources Policies and Procedures of the Bank, which would be applicable at any given point in time and may change from time to time. The Bank may amend such Policies and Procedures from time to time as per the business requirement. You should get acquainted with all such Policies and Procedures and the amendments thereof, from time to time.
11. Be expected to read and understand the Standard Operating Procedures (SOPs) of the Bank and familiarise yourself with it and abide by it at all times. The copy of the SOPs will also be available in each department/ branch.
12. You shall not accept directly or indirectly any commission, share in profit, presents or gratuities from any party dealing with, or seeking to deal with the Bank, its subsidiaries or its affiliates.
13. Understand, accept and acknowledge that your designation may undergo change(s) during the term of your employment in accordance with the operational requirements of the Bank.
14. Accept and acknowledge that the Bank reserves the right to transfer you to any other location where it is in operation or may conduct its business in future, at its own sole discretion.
15. Accept and acknowledge that, for all legal proceedings and disputes relating to your employment with the Bank, the courts/tribunals/forum in Bangalore alone shall have jurisdiction over all such matters.
16. Accept and acknowledge that, notwithstanding the role assigned to you in terms of this letter, the Bank reserves the right to assign you any other role/function commensurate with your Grade as may be deemed appropriate, depending on administrative exigencies and requirements.
17. Be governed by the working hours applicable to your location, as defined by the Bank's policy and applicable legislations of the concerned State, and communicated to you by your manager.
18. Upon culmination of the present employment, for any reasons whatsoever, expeditiously return to the Bank all assets (tangible and intellectual property, including client lists) in as close a working condition as under which they were entrusted subject to normal wear and tear as also to remove, delete or destroy content relating to the same on your systems or devices.

This offer shall be subject to character and antecedents verification to be undertaken by the Bank to its satisfaction.

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Kaikkurchi - 622 303, Pudukkottai Dt.**



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*K. Shalini*

Shalini K  
Manager-Employee Engagement

ANNEXURE B

SALARY COMPUTATION		
Components	Per Annum	Per Month
<b>Basic + DA</b>		
Basic	132564	11047
<b>Allowances</b>		
Special Allowance	44714	3726
<b>Total Earnings</b>	<b>177278</b>	<b>14773</b>
<b>Retirement and Other Elements</b>		
Employer Contribution to PF	21273	1773
Gratuity	6373	531
Insurance Premium	14820	1235
<b>Total Retirement And Other Elements</b>	<b>42466</b>	<b>3539</b>
<b>Fixed Pay</b>	<b>219744</b>	<b>18312</b>
<b>Indicative Target Variable Pay</b>	<b>329616</b>	<b>27468</b>
<b>Total CTC</b>	<b>549360</b>	<b>45780</b>

*[Signature]*  
Dr. S. THILAGAVATHU M.E., Ph.D.,  
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Shalini K  
Manager-Employee Engagement

### ANNEXURE C

On the date of joining you shall produce before the HR official of the Bank, originals of the following:

1. Updated version of your Resume
2. Certificates & Mark Sheets in support of your Educational Qualification (SSLC, PUC, Degree & Post Graduation, if any).
3. If you are currently serving any employer, Salary Certificate/Salary Slips for the immediate preceding 3 months.
4. If you had served any other employers other than the current employer, documents specifying the date of joining and date of relieving (such as Experience Certificate / Appointment Letter and Relieving Letter / FFS Documents / Confirmation Letter).
5. Address Proof (any one: Voter's ID / Driving License / Passport / Aadhaar Card).
6. PAN Card.
7. Latest Photographs (3 passports and 2 stamp size, both with white background). (You shall be permitted to join the services of the Bank only upon submission of all the above.)

Duly self attested copies of the above documents should be submitted to the Bank in the below mentioned address at least 15 (Fifteen) working days prior to the date of proposed joining: name, designation, contact particulars and complete address of USFB

Within 2 (Two) days of joining, the following documents in original should be submitted to the Bank:

1. Medical Fitness Certificate (for below 40 years): Inter alia, certifying that the candidate is of 18 years of age or above, the candidate is physically and mentally fit to work, the candidate had no major accidents or illness in the recent past which will impede the candidate's ability to carry out the jobs of similar nature.
2. For candidates above 40 years of age, the following tests to be carried out and the satisfactory Medical Report to be submitted:

Complete Blood Count	Platelet Count
Hemoglobin	Blood Group & RH
Packed Cell Volume	Urine Routine
MCHC, MCV, MCH	RBS
WBC, Differential Count	Chest X -Ray
Peripheral Smear	Physician Consultation
RBC, ESR	ECG

If you are currently serving any employer, the originals of Experience Certificate, Relieving Letter and No Due Certificate issued by the current employer should be submitted within 60 (Sixty) days of joining.

*[Signature]*  
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Employee Deduction		
Provident Fund Employee Contribution	21273	1773
Health Insurance Premium Co Share	3600	300
<b>Total Employee Deduction Excluding Income Tax and Professional Tax</b>	<b>24873</b>	<b>2073</b>
<b>NET PAY Excluding TVP</b>	<b>152405</b>	<b>12700</b>

\* Income Tax as applicable, will be in addition to the deductions mentioned above

\* Professional Tax applicable as per the state slab

1. **Gratuity & Future Service Gratuity** - as per the Payment of Gratuity Act, 1972

2. **Group Personal Accident Insurance** for self - upto 1 NR 5 Lacs as per company policy

3. **Group Term Life Insurance** for self - 3 times Annual Guaranteed Cash Component (GCC: Basic + HRA + Special Allowance) subject to a minimum 10 Lacs and maximum of 1 crore

4. **Group Health Insurance** - Coverage upto Rs. 3 Lacs (for self, spouse, two children and two parents/ parents in law) as per company policy. Rs. 300 recovery from salary towards employees co-share of premium

5. **Top up Policy**- Voluntary benefit available. Employee paid coverage for increasing the base sum insured.

6. **Employee Deposit Linked Insurance** - Statutory death benefit available as support to nominee/s, in case of the unfortunate event of death of employee. Linked to PF contribution and balance in PF account.

7. **Insurance Premium**- Average cost has been considered for the purpose of calculation of cost to company. This may be subject to change annually, at the time of insurance renewal.

**Please note: Amounts from Special Allowance are allocated towards Flexi benefit components below, based on standard allocation practices. Employees have the choice to reallocate or change post joining:**

**Telephone Allowance:**

Telephone allowance is paid monthly and governed by the Compensation Policy as applicable. Employees can get exemption by providing telephone bills at the time of proof submission.

**LTA:**

LTA is paid monthly. The benefit is tax free as per Sec 10(5) of The Income Tax Act, 1961 and governed by the Compensation Policy as applicable. It is mandatory to provide original bills to avail tax-exemption under the Act, as per timelines specified by the company. If employee provide bills, the same will be validated and tax exemption provided.

**Meal Allowance ( Food Coupon):**

Allowance in lieu of food and beverages provided by the employer. Ujjivan will provide a Meal Allowance of Rs 1200 or Rs,2400 per month if opted for, through a preloaded Visa/ Master/ RuPay Card.

**Vehicle Maintenance / Car Benefit:**

Employees may claim reimbursement of Fuel, Car Maintenance, Drivers salary and Insurance cost for self-owned cars only The maximum reimbursement permissible for tax exemption:

- Cars of <1600 cc: Rs 1800 pm – Fuel/ maintenance/ Rs 900 pm – Drivers salary
- Cars of > 1600 cc: Rs 2400 pm – Fuel/ maintenance/ Rs 900 pm – Drivers salary An

operating lease scheme is being designed and will be rolled out shortly

**Please note: Additional amounts from Special Allowance may be allocated towards Flexi benefit components below.**

**National Pension System:**

NPS is a Government of India - Ministry of Finance initiative to promote old age income security through a voluntary, defined contribution pension scheme. If the employee wishes to opt for NPS Contribution they make do so, within 45 days of joining. They will choose the % Contribution that the employer will make, employee contribution amount, Fund Manager, type of fund investment. The employer contribution to NPS is non taxable upto 10% of Basic salary and the employee contribution will be exempted from tax upto a maximum of Rs 50000, in addition to 1 NR 1.5 Lacs under 80 (c).

**Target Variable Pay:**

a. Indicative Target Variable Pay (TVP):

In addition to the Annual Fixed Pay above, you may be eligible for Target Variable Pay (TVP) as per the policy and discretion of the Bank. Please note that there is no guaranteed pay-out of variable pay.

b. **Statutory Bonus.** This component is guided by Payment of Bonus Act, 1965. One Month's Basic or Minimum Bonus (Rs.7000) or Minimum Wages of the state will be paid, over and above CTC. The current wage ceiling for this component is a salary of Rs. 21000 per month and is subject to change based on government guidelines relating to Payment of Bonus Act, 1965. This is paid annually.

*Details related to your Compensation are strictly confidential.*

**Please note that there could be additional tax liability arising out of any compensation change. You are required to provide details of your investment as a Declaration under the Income Tax Act. Kindly contact HR for support**

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The Bank reserves its right to conduct background verification with respect to verifying your academic records, criminal/civil records, career/reference checks, credit bureau checks, Central Fraud Registry (CFR-RBI) checks, address verification etc., either before or after your joining the Bank.

If you are already enrolled with Employee Provident Fund Organization, you should provide to the Bank before joining the services of the Bank, Aadhaar compliant Universal Account Number ('UAN'), PF Account Number, and Address for Correspondence (of the employer / trust). If you fail to provide to the Bank the Aadhaar compliant UAN, your joining date shall get postponed till such time you submit Aadhaar compliant UAN. (However, if you come under the definition of Excluded Employee within the meaning of the Employees' Provident Fund Scheme, 1952, you shall be allowed to join the services without enrolling for EPF. In such case, you may choose to enroll for EPF after making your UAN compliant with Aadhaar.)

If, at any time, the Bank finds that you have suppressed/concealed any information or provided false/misleading information, your candidature or appointment shall be cancelled. In such case, the Bank shall have the right to recover from you damages.

K. Shalini

#### ANNEXURE D

**Subject: Maternity Benefit under the Maternity Benefit Act, 1961 and subsequent amendment Act which came into force on 28<sup>th</sup> March 2017.**

Dear Atchaya Gnanasekar,

**Under the maternity benefit legislation, you are entitled to the below mentioned maternity benefits:**

- You are entitled to maternity leave of maximum 26 weeks, out of which 8 weeks may be availed prior to the date of delivery. In case, you are expecting, after having 2 OR more than 2 surviving children, you shall be entitled to maternity leave of maximum 12 weeks, out of which 6 weeks may be availed prior to the date of expected delivery.
- You would be entitled to an additional 1 month leave in case of illness due to the pregnancy, delivery, miscarriage or premature birth of child or medical termination of pregnancy or tubectomy operation, subject to production of sufficient proof to that effect.
- In case you are legally adopting a child below 3 months of age or a commissioning mother, you would be entitled to maternity leave of 12 weeks, from the date the child is handed over to the adopting mother or the commissioning mother (as the case may be).
- The above mentioned maternity benefits shall accrue to you, only if you have actually worked for at least 80 Days in the 12 months immediately preceding the date of your expected delivery.
- You will not be eligible for Medical Bonus under Section 8 of the Act as you are entitled for medical benefits through our insurance partners.
- Abstract of the Maternity Benefit Act is displayed in the cafeteria and the maternity policy is available on UConnect, our intranet portal.

Please do get in touch with us in case of any clarification.

#### Declaration by the Employee

I understand and agree to the abovementioned Maternity Benefits, which are subject to other provisions of the Maternity Benefit Act, 1961 and further amendments.

Signature of Employee: *G. Atchaya*

Place: *Pattukkottai*

Date: *23.06.2021*

*[Signature]*  
Dr. S. THILAGAVATHI M.E., Ph.D.,  
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HI-TECH ARAI LIMITED

**Ars-HTA**

27<sup>th</sup> January, 2021

**Letter of Appointment**

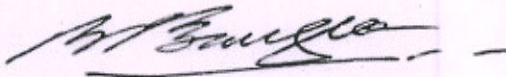
**Ms.N.Deepa,**

This refers to your application and subsequent interview with us. We are pleased to inform you that you have been selected for the post of “**Associate Trainee**”.

Your Appointment will be effective from **03<sup>rd</sup> February, 2021**. Your Salary will be **Rs.18,000/-**.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

For HI-TECH ARAI PVT LTD,



**MANAGING DIRECTOR**

**Mr.B.T.BANGERA**



**Dr. S.THILAGAVATHI M.E., Ph.D.,**  
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SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.

Registered Office : G2, No. 12, 12th Cross Street, Dhandeeswara Nagar, Velachery, Chennai - 600 042.

Corp. Office : No. 33, Sarojini Street, Chinna Cholddkulam, Madurai - 625 002.

Tel : 2536116, 2539106, 2539077, 2529956 Fax : 0452 - 2539111 e-mail : hta@hitech.u-ai.com

CIN : U29130TNI985PTC011572

HI-TECH ARAI LIMITED

**Ars-HTA**

27<sup>th</sup> January, 2021

**Letter of Appointment**

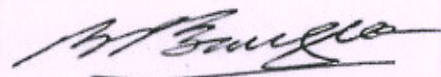
**Ms.V.Maheswari,**

This refers to your application and subsequent interview with us. We are pleased to inform you that you have been selected for the post of “**Associate Trainee**”.

Your Appointment will be effective from **03<sup>rd</sup> February, 2021**. Your Salary will be **Rs.18,000/-**.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

For HI-TECH ARAI PVT LTD,



**MANAGING DIRECTOR**

**Mr.B.T.BANGERA**



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**HTS-HTA**

27<sup>th</sup> January, 2021

**Letter of Appointment**

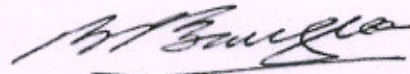
**Ms.R.Shanmugapriya,**

This refers to your application and subsequent interview with us. We are pleased to inform you that you have been selected for the post of “**Associate Trainee**”.

Your Appointment will be effective from **03<sup>rd</sup> February, 2021**. Your Salary will be **Rs.18,000/-**.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

For HI-TECH ARAI PVT LTD,



**MANAGING DIRECTOR**

**Mr.B.T.BANGERA**



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27<sup>th</sup> January, 2021

**Letter of Appointment**

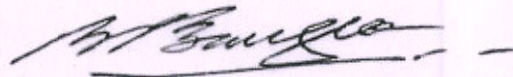
**Ms.P.Sivabharathi,**

This refers to your application and subsequent interview with us. We are pleased to inform you that you have been selected for the post of "**Associate Trainee**".

Your Appointment will be effective from **03<sup>rd</sup> February, 2021**. Your Salary will be **Rs.18,000/-**.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

For HI-TECH ARAI PVT LTD,



**MANAGING DIRECTOR**

**Mr.B.T.BANGERA**



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CIN : U29130TNI985PTC011572



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## LETTER OF APPOINTMENT

Date: 08.10.2020

Dear: **Dharaniya. A**

Congratulations,

We are pleased to inform you that you have been shortlisted for an offer of employment with ZCTS. Your Qualifications make you an ideal candidate for this role, and we are confident that you will contribute significantly to our organization. We request you to submit required documents on the date specified below as discussed by your Recruiter.

Designation: **Software Engineering**

Band: **3 Levels:3**

Process Name: **Web Development (Work from home)**

Date of Joining: 30.10.2020

Work Location: **Coimbatore.**

Proposed Salary: Annual Cost to the Company:

Compensation	
Annual CTC	INR.2.16 LPA
Monthly Gross	INR.18000 T & C

Note:

- Monthly gross salary of INR
- T & C I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: **Dharaniya. A**

Signature: **Dharaniya. A.**

Date: **08.10.2020**

Contact Number: **9843214401**

Recruiter Name: **S.Ravendran**

Signature **[Handwritten Signature]**

Date: **08.10.2020**

Contact Number: **8608220295**

Please note that this LOA is subjected to review and change as per company HR policies.

[www.zcts.in/0422-4957155/255](http://www.zcts.in/0422-4957155/255)

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## LETTER OF APPOINTMENT

Date: 08.10.2020

Dear: PRIYANKA . E

Congratulations,

We are pleased to inform you that you have been shortlisted for an offer of employment with ZCTS. Your Qualifications make you an ideal candidate for this role, and we are confident that you will contribute significantly to our organization. We request you to submit required documents on the date specified below as discussed by your Recruiter.

Designation: **Software Engineering**

Band: **3 Levels:3**

Process Name: **Web Development (Work from home)**

Date of Joining: 30.10.2020

Work Location: **Coimbatore.**

Proposed Salary: Annual Cost to the Company:

Compensation	
Annual CTC	INR.2.16 LPA
Monthly Gross	INR.18000 T & C

Note:

- Monthly gross salary of INR
- T & C I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: PRIYANKA - E

Signature:

Date: 08.10.2020

Contact Number: 9562757810

Recruiter Name: S.Ravendran

Signature:

Date: 08.10.2020

Contact Number: 8608220295

Please note that this LOA is subjected to review and change as per company HR policies.

[www.zcts.in/0422-4957155/255](http://www.zcts.in/0422-4957155/255)

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### LETTER OF APPOINTMENT

Date: 08.10.2020

Dear: *Raja - A*

Congratulations,

We are pleased to inform you that you have been shortlisted for an offer of employment with ZCTS. Your Qualifications make you an ideal candidate for this role, and we are confident that you will contribute significantly to our organization. We request you to submit required documents on the date specified below as discussed by your Recruiter.

Designation: **Software Engineering**

Band: **3 Levels:3**

Process Name: **Web Development (Work from home)**

Date of Joining: 30.10.2020

Work Location: **Coimbatore.**

Proposed Salary: Annual Cost to the Company:

Compensation	
Annual CTC	INR.2.16 LPA
Monthly Gross	INR.18000 T & C

Note:

- Monthly gross salary of INR
- T & C I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: *Raja - A*

Signature: *Raja*

Date: *8.10.2020*

Contact Number: *9876403717*

Recruiter Name: S.Ravendran

Signature: *[Signature]*

Date: 08.10.2020

Contact Number: **8608220295**

Please note that this LOA is subjected to review and change as per company HR policies.

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*[Signature]*  
**Dr. S.THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.



**Zencorp Techno Solutions**  
Empowering the next generation

## LETTER OF APPOINTMENT

Date: 08.10.2020

Dear: *Sankavi M*

Congratulations,

We are pleased to inform you that you have been shortlisted for an offer of employment with ZCTS. Your Qualifications make you an ideal candidate for this role, and we are confident that you will contribute significantly to our organization. We request you to submit required documents on the date specified below as discussed by your Recruiter.

Designation: **Software Engineering**

Band: **3 Levels:3**

Process Name: **Web Development (Work from home)**

Date of Joining: 30.10.2020

Work Location: **Coimbatore.**

Proposed Salary: Annual Cost to the Company:

Compensation	
Annual CTC	INR.2.16 LPA
Monthly Gross	INR.18000 T & C

Note:

- Monthly gross salary of INR
- T & C I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: *M. Sankavi*

Signature: *Sankavi*

Date: *08/10/2020*

Contact Number: *9710287767*

Recruiter Name: S.Ravendran

Signature: *[Signature]*

Date: 08.10.2020

Contact Number: 8608220295

Please note that this LOA is subjected to review and change as per company HR policies.

[www.zcts.in/0422-4957155/255](http://www.zcts.in/0422-4957155/255)

  
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**Zencorp Techno Solutions**  
Empowering the next generation

## LETTER OF APPOINTMENT

Date: 08.10.2020

Dear: *shiyamala.E*

Congratulations,

We are pleased to inform you that you have been shortlisted for an offer of employment with ZCTS. Your Qualifications make you an ideal candidate for this role, and we are confident that you will contribute significantly to our organization. We request you to submit required documents on the date specified below as discussed by your Recruiter.

Designation: **Software Engineering**

Band: **3 Levels:3**

Process Name: **Web Development (Work from home)**

Date of Joining: 30.10.2020

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Compensation	
Annual CTC	INR.2.16 LPA
Monthly Gross	INR.18000 T & C

Note:

- Monthly gross salary of INR
- T & C I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: *E. shiyamala*

Signature: *shiyamala*

Date: 08.10.2020

Contact Number: 8860306322

Recruiter Name: S.Ravendran

Signature: *[Signature]*

Date: 08.10.2020

Contact Number: 8608220295

Please note that this LOA is subjected to review and change as per company HR policies.

[www.zcts.in/0422-4957155/255](http://www.zcts.in/0422-4957155/255)

*[Signature]*  
**Dr. S.THILAGAVATHI M.E., Ph.D.,**  
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**SRI BHARATHI ENGINEERING**  
**COLLEGE FOR WOMEN**  
Kaikkurchi - 622 303, Pudukkottai Dt.



INDIA JAPAN LIGHTING PRIVATE LTD.

NO1,PUDUCHATRAM,(VIA),THIRUMAZHISAI  
TIRUVELLORE HIGH ROAD,  
CHENNAI-600124,TAMILNADU,INDIA  
PH:009144-39106213/39106210  
FAX:0091-44-39106106  
Email:factory@ijl.co.in

Date: 29-01-2021

M/s.EDS Technologies Pvt. Ltd.,  
The Estate, 2nd Floor,  
121,Dickenson Road,  
Bangalore-560042.

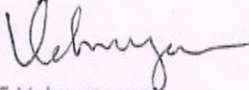
Dear Jeevitha.U

Letter of Appointment for Autodesk Simulation Mold flow Technical Support-Chennai

We would like to express to you and your technical support team our warmest admiration for the unflinching support. We greatly appreciate our technical support teams efficiency in providing training and troubleshooting on time. Your team has always addressed our technical issues within the time frame and is of the best quality. Your Appointment will be effective from 15<sup>th</sup> February, 2021.Your consolidated monthly salary for one year months will be INR 19,500(Rupees Nineteen thousand five hundred only).

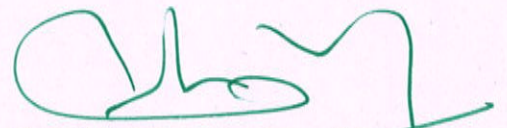
We hope you will continue with your exceptional support in the coming years as well. We will be happy in continuing working together and we hope that our working relations with you and your team will continue for more years to come. We look forward for long association with you.

Thank you,

For 

Mr. E Velmurugan

System Admin of Eng Dept  
India Japan Lighting Pvt Ltd



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PRINCIPAL  
SRI BHARATHI ENGINEERING  
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PH:009144-39106213/39106210  
FAX:0091-44-39106106  
Email:factory@ijl.co.in

Date: 29-01-2021

M/s.EDS Technologies Pvt. Ltd.,  
The Estate, 2nd Floor,  
121,Dickenson Road,  
Bangalore-560042.

Dear Pazhaniyammal.R

Letter of Appointment for Autodesk Simulation Mold flow Technical Support-Chennai

We would like to express to you and your technical support team our warmest admiration for the unfailing support. We greatly appreciate our technical support teams efficiency in providing training and troubleshooting on time. Your team has always addressed our technical issues within the time frame and is of the best quality. Your Appointment will be effective from 15<sup>th</sup> February, 2021.Your consolidated monthly salary for one year months will be INR 19,500(Rupees Nineteen thousand five hundred only).

We hope you will continue with your exceptional support in the coming years as well. We will be happy in continuing working together and we hope that our working relations with you and your team will continue for more years to come. We look forward for long association with you.

Thank you,

For

Mr. E Velmurugan

System Admin of Eng Dept

India Japan Lighting Pvt Ltd



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PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.





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PH:009144-39106213/39106210  
FAX:0091-44-39106106  
Email:factory@ijl.co.in

Date: 29 -01-2021

M/s.EDS Technologies Pvt. Ltd.,  
The Estate, 2nd Floor,  
121,Dickenson Road,  
Bangalore-560042.

Dear Vincy.A

Letter of Appointment for Autodesk Simulation Mold flow Technical Support-Chennai

We would like to express to you and your technical support team our warmest admiration for the unfailing support. We greatly appreciate our technical support teams efficiency in providing training and troubleshooting on time. Your team has always addressed our technical issues within the time frame and is of the best quality. Your Appointment will be effective from 15<sup>th</sup> February , 2021.Your consolidated monthly salary for one year months will be INR 19,500(Rupees Nineteen thousand five hundred only).

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Thank you,

For

Mr. E Velmurugan

System Admin of Eng Dept  
India Japan Lighting Pvt Ltd



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COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.

ISO/TS 16949  
BUREAU VERITAS  
Certification



Regd. Office:

"Aalim Centre", 2nd Floor, Radha Krishnan Salai,

Chennai-600004 INDIA

ISO / 14001  
BUREAU VERITAS  
Certification





30-Nov-2020

**Dear Siva Rubini S,**  
B.E., Electronics & Communication Engineering  
Sri Bharathi Engineering College for Women, Tiruchirappalli

**Candidate ID – 18985644**

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee**

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of **INR 401,988/-**. This includes an annual target incentive of **INR 22,500/-** as well as Cognizant's contribution of **INR 19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to **INR Rs. 450,500/-**. This includes an annual target incentive of **INR 22,500/-** as well as Cognizant's contribution towards benefits such as Medical, Accident and Life Insurance, as applicable.

Your appointment will be governed by the terms and conditions of employment as presented in **Employment Agreement**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Please note:

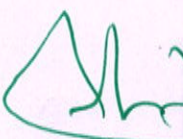
1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program as detailed below:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focus primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized

  
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based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

### 3.1 Cognizant Internship:

a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.

b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program.

### 3.2 Continuous Skill Development (CSD) Program:

a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrollment into the program.

b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

### 3.3 GenC Training Post joining:

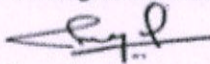
a) Cognizant continues to invest in skill building of the entry-level talent and GenC training is a formal on-the-job training offered to trainees based on the business specific skilling needs. The terms and conditions of this training will be governed by Cognizant GenC program guidelines.

b) The Cognizant Internship or the Continuous Skill Development (CSD) completion may qualify as the entry criteria to the GenC training and is used as basis towards your allocation to projects/roles.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2Cognizant.cognizant.com>

Yours sincerely,

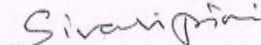
**For Cognizant Technology Solutions India Pvt. Ltd**



Maya Sreekumar

**Vice President – Human Resources**

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: 

Date: 30/11/2020



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SRI BHARATHI ENGINEERING  
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Kaikkurchi - 622 303, Pudukkottai Dt,

## Compensation and Benefits

**Name:** Vaibhavee Uthale

**Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10500	126,000
2	HRA*	6300	75,600
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7349	88,188
<b>Annual Gross Compensation</b>			<b>359,988</b>
Incentive Indication (per annum)**			22,500
<b>Annual Total Compensation</b>			<b>382,488</b>
Company's contribution towards benefits (Medical, Accident and Life Insurance)			19,500
<b>Annual Total Remuneration</b>			<b>401,988</b>

As an associate you are also entitled to the following additional benefits:

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

### Leave & Vacation:

- From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

Sl No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

- From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit Act
- In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the Cognizant India Leave policy

  
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Head Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097

## Provident Fund Wages:

- For the purpose of computing PF Wages to Provident Fund, Pension Fund & EDLI Scheme, PF Wages shall be Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout".
- Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser

## Employees State Insurance:

- Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.
- Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.
- ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

\* **Flexible Benefit Plan:** Your compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best. This plan will enable you to

1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

\*\* **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 prorated to the duration spent with Cognizant India for the calendar year and will be paid to you only if you are active on Cognizant's payroll on the day of incentive payout.

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

**Note:** Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same. Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.



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Kaikkurchi - 622 303, Pudukkottai Dt.

## Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of \_\_\_\_\_ between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thoraipakkam, Old Mahabalipuram Road, Chennai - 600096, Tamil Nadu, India; (hereinafter referred to as "Company" or "Cognizant" which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

AND

Vaibhavee Uthale, 21, residing at \_\_\_\_\_ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

The Company and you are, wherever the context so requires, hereinafter collectively referred to as the "Parties" and individually as "Party".

RECITAL:

WHEREAS, you desire to be employed by the Company and the Company has made an employment offer ("Employment Offer Letter") to you and in pursuance thereof desires to employ you on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto mutually agree to the below mentioned terms and conditions governing your employment with Cognizant:

### 1. Duties and Responsibilities

- a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.
- b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.
- c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

### 2. Place of Employment

You will be employed at any one of Cognizant's offices as per business requirement. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.

### 3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or averse to the best interests of the Company, as determined by the Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's

  
Dr. S. THILAGAVATHI M.E., Ph.D.,

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systems or offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

#### 4. Confidentiality

- a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.
- b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.
- c. You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.
- d. You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.
- e. You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.
- f. You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.
- g. The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.


#### 5. Data Protection

By signing below,

- a. you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,
- b. you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,
- c. you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,
- d. you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and
- e. you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

#### 6. Work Schedule

- a. The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.
- b. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole discretion and notified to you in advance.
- c. The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per

  
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Kaikkurohi - 622 303, Pudukkottai Dt.

any Company policy and which will be notified to you in advance.

d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

## 7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference check in line with the Company's policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to satisfactory background verification report.

The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, in case if your background verification report is found to be unfavorable or unsuccessful after you joining the Company, then the Company reserves the right to terminate your employment immediately.

## 8. Compliance with Company Policies

As a condition of employment with the Company and as part of your joining formalities, you are required to comply or execute the following Company agreement and attest your understanding and adherence to following Company policies:

- i. IP Assignment Agreement
- ii. The Code of Business Ethics
- iii. Acceptable Use Policy and Social Media Policy
- iv. Dress Code Policy

Additionally, you will also be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and which are not specifically mentioned in this Agreement. The applicable rules/ processes/ procedures/ policies are available on the Company's intranet and you are expected to go through the same carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines, processes, please reach out to your HR Talent Manager. It is your responsibility to keep yourself informed of any and all changes made by the Company to such policies from time to time. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures or policies of the Company, the Company reserves the right to take disciplinary action against you, including termination your employment without notice period.

## 9. Non-Compete and Non-Solicit Restrictions

During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of termination of your employment.

## 10. Representations and Warranties

By signing below,

- a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;
- b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity(ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;

  
Dr. S. THILAGAVATHI M.E., Ph.D.,

PRINCIPAL R/od. Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097

SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.



c. you represent and warrant that you shall not bring into Company premises or systems (or use in any manner) any third-party documents (regardless of media) or materials (including but not limited to proprietary information or trade secrets), or any such documents or materials of your previous employer, without written permissions/approvals from such previous employer or third parties; and

e. you represent that unless authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company.

## 11. Indemnity

You agree to indemnify and hold harmless the Company and its affiliates from and against any and all direct or indirect losses or damages, injury or liability for a claim of damage, loss or injury to person or property, suffered or sustained by Company and its affiliates which is attributable to you, resulting from any of your act or omission irrespective of whether it constitutes a breach of the terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

## 12. Business Engagement, Learning and Development and Project Deployment

In order to ensure that you are fully equipped to adapt to the demanding needs of our clients, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/trainings and avenues of up-skilling. As a condition of your employment with the Company, you are responsible for upskilling yourself to make yourself eligible for appropriate business/client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such policies and processes, including the Associate Deployment Pool Policy and those that may be changed by the Company from time to time.

## 13. Unauthorized Absence

If you are absent from work for a continuous period of 3 days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.

## 14. Retirement

You will automatically retire from employment with the Company on the last day of the month in which you attain the age of fifty-eight (58) years. It is hereby clarified that the Company reserves its right to change the retirement age at its sole discretion.

## 15. Termination of Employment

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period. You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from the employment of the Company, the Company may at its sole discretion, allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

b. Notwithstanding the aforesaid or anything else to the contrary, the Company may, at its sole discretion, suspend, lay off, dismiss, discharge and/or terminate your employment with immediate effect by a notice in writing (without any notice period or salary in lieu of any notice period) in the event of your:

- Misconduct, as provided in Misconduct and Disciplinary Action Policy
- Non-adherence to Associate Deployment Pool Policy
- Violation of Social Media Policy or Conflict of Interest Policy
- Breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/property or reputation
- Insubordination or failure to comply with the directions given to you by persons so authorized
- Insolvency or conviction for any offence involving moral turpitude
- Breach of any terms or conditions of the Agreement and/or Company's policies or other documents or directions of the Company
- Violation of non-disparagement obligations

  
Dr. S. THILAGAVATHI M.E., Ph.D.,

PRINCIPAL, Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097

SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.

- Conduct, which is regarded by the Company as prejudicial to its own interests or to the interests of its client.

## 16. Deputation, Assignment and Transfer

The Company may second, depute or assign you to work with any of its affiliates or transfer your services to any group company worldwide. On any such secondment, deputation, assignment or transfer of your employment, the Company and/or affiliate may require you to sign the applicable Overseas Deputation / International Employment Agreement(s) of the specific country, based on the policies of the Company.

## 17. Survival

Clauses 5, 6, 10 and 12 and any other clauses, which by their nature are expected to survive, shall all survive the termination of your employment (for any reason) and shall continue to apply to you even after cessation of your employment with the Company.

## 18. Dispute Resolution and Governing law

The Parties shall make best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. This Agreement and your employment with the Company shall be governed and interpreted in accordance to the laws of India and the courts in Chennai only shall have exclusive jurisdiction over any Dispute. Notwithstanding the aforesaid, the Company shall be entitled, in addition to all other remedies, to any interim relief including but not limited to an injunction, whether interlocutory or preliminary, restraining any breach of the provisions of this Agreement.

## 19. General

This Agreement and your employment is personal to you and you cannot assign, subcontract or transfer your rights or obligations hereunder to any other person or entity. No delay or failure by Company to exercise any of its powers, rights or remedies under this Agreement or otherwise will operate as a waiver of such powers, rights or remedies. If any provision of this Agreement is held by any competent authority to be invalid or unenforceable, the validity of the other remaining provisions of the Agreement shall not be affected. You shall not make any announcement concerning Company, its affiliates and their employees, contractors or clients without Company's prior written consent and you shall not use or disclose the name, trademark, domain name, service mark, logo or any other intellectual property of Company and its affiliates and their employees, contractors or clients.

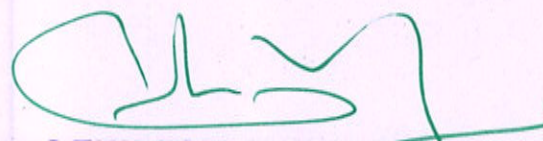
This Agreement, together with the agreements and policies of the Company, Employment Offer Letter (and any attachments thereto, are the exclusive and entire agreement between the Parties relating to its subject matter, and supersedes all prior and contemporaneous discussions, agreements, negotiations, representations, and proposals relating to the subject matter hereof.

You shall be required to treat the terms of this Agreement as strictly confidential. The Company reserves the sole right to change any terms or conditions provided in this Agreement based on applicable laws or business exigencies.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

**Cognizant Technology Solutions India Private Limited [Name of Employee]**

Sign: Sivani Prin [SIVA RUBINI S]  
Name: 30/11/20



**Dr. S. THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.



# **SRI BHARATHI ENGINEERING COLLEGE FOR WOMEN**

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai-25)

Kaikkurichi, Pudukkottai, Tamil Nadu – 622 303, India

**EEE**



# SRI BHARATHI ENGINEERING COLLEGE FOR WOMEN

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)

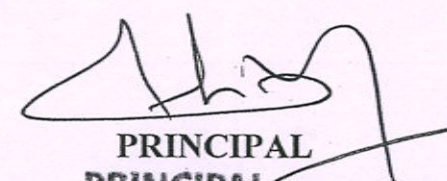
Kaikkurichi, Pudukkottai- 622 303.

## CONSOLIDATED PLACEMENT DETAILS ACADEMIC YEAR 2019-2020

S.NO	NAME OF THE PLACED STUDENTS	DEPT	BATCH	COMPANY NAME WITH EMAIL-ID	SALARY (IN INR PER ANNUM)
1.	ABIRAMI M	EEE	2016-2020	HI-TECH ARAI PVT LTD, Chennai. <a href="mailto:ganeshbabu@hitecharai.com">ganeshbabu@hitecharai.com</a>	Rs.2,22,000/-
2.	GIRIJA V	EEE	2016-2020		
3.	PRASANNA K	EEE	2016-2020		
4.	SARANYA G	EEE	2016-2020		
5.	SURIYAKALA R	EEE	2016-2020		
6.	PRINCY ROSELIN I	EEE	2016-2020		
7.	AJITHA R	EEE	2016-2020	SRS FERTILIZER PVT LTD, Pudukkottai. <a href="mailto:srsfertilizerspdk@gmail.com">srsfertilizerspdk@gmail.com</a>	Rs.1,80,000/-
8.	KARUNAMBIGAI A	EEE	2016-2020		
9.	SNEHA V	EEE	2016-2020	EMRI GREEN HEALTH SERVICES, Chennai. <a href="mailto:info@emri.in">info@emri.in</a>	Rs.2,20,320/-
10.	MAHESWARI R	EEE	2016-2020		
11.	JOTHIKA A	EEE	2016-2020	Armada Industrial Automation Pvt Ltd, Thanjavur. <a href="mailto:armadaautomation@yahoo.in">armadaautomation@yahoo.in</a>	Rs.1,80,000/-
12.	SUBHASRI T	EEE	2016-2020		

  
PLACEMENT COORDINATOR

  
Dr. S.THILAGAVATHI M.E., Ph.D.,  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurichi - 622 303, Pudukkottai Dt.

  
PRINCIPAL  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
KAIKKURICHI - 622 303

27<sup>th</sup> January, 2021

**Letter of Appointment**

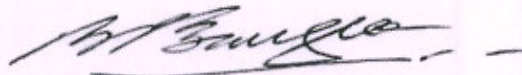
**Ms.M.Abirami,**

This refers to your application and subsequent interview with us. We are pleased to inform you that you have been selected for the post of "**Associate Trainee**".

Your Appointment will be effective from **03<sup>rd</sup> February, 2021**. Your Salary will be **Rs.18,000/-**.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

For HI-TECH ARAI PVT LTD,



**MANAGING DIRECTOR**

**Mr.B.T.BANGERA**



**Dr. S.THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
**SRI BHARATHI ENGINEERING**  
**COLLEGE FOR WOMEN**  
Kaikkurchi - 622 303, Pudukkottai Dt.

27<sup>th</sup> January, 2021

## Letter of Appointment

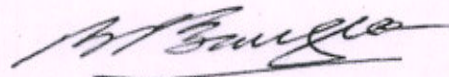
**Ms.V.Girija,**

This refers to your application and subsequent interview with us. We are pleased to inform you that you have been selected for the post of “**Associate Trainee**”.

Your Appointment will be effective from **03<sup>rd</sup> February, 2021**. Your Salary will be **Rs.18,000/-**.

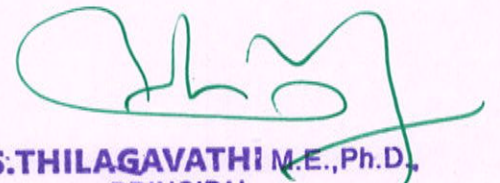
We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

For HI-TECH ARAI PVT LTD,



**MANAGING DIRECTOR**

**Mr.B.T.BANGERA**



**Dr. S.THILAGAVATHI M.E., Ph.D.,**  
PRINCIPAL  
**SRI BHARATHI ENGINEERING**  
**COLLEGE FOR WOMEN**  
Kaikkurchi - 622 303, Pudukkottai Dt.

HI-TECH ARAI LIMITED

**HTS-HTA**

27<sup>th</sup> January, 2021

**Letter of Appointment**

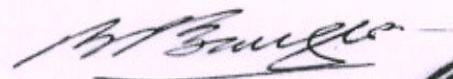
**Ms.K.Prasanna,**

This refers to your application and subsequent interview with us. We are pleased to inform you that you have been selected for the post of "**Associate Trainee**".

Your Appointment will be effective from **03<sup>rd</sup> February, 2021**. Your Salary will be **Rs.18,000/-**.

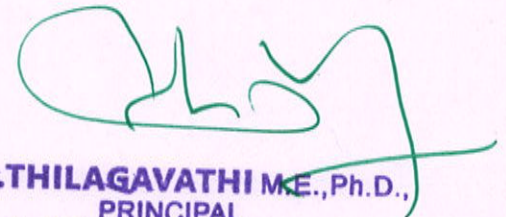
We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

For HI-TECH ARAI PVT LTD,



**MANAGING DIRECTOR**

**Mr.B.T.BANGERA**



**Dr. S:THILAGAVATHI M.E.,Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.

Registered Office : G2, No. 12, 12th Cross Street, Dhandeeswara Nagar, Velachery, Chennai - 600 042.

Corp. Office : No. 33, Sarojini Street, Chinna Cholddkulam, Madurai - 625 002.

Tel : 2536116, 2539106, 2539077, 2529956 Fax : 0452 - 2539111 e-mail : hta@hitech.u-ai.com

CIN : U29130TN1985PTC011572

HI-TECH ARAI LIMITED

**HTS-HTA**

27<sup>th</sup> January, 2021

**Letter of Appointment**

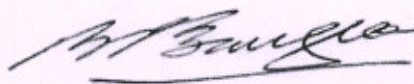
**Ms.G.Saranya,**

This refers to your application and subsequent interview with us. We are pleased to inform you that you have been selected for the post of “**Associate Trainee**”.

Your Appointment will be effective from **03<sup>rd</sup> February, 2021**. Your Salary will be **Rs.18,000/-**.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

For HI-TECH ARAI PVT LTD,



**MANAGING DIRECTOR**

**Mr.B.T.BANGERA**



**Dr. S.THILAGAVATHI M.E., Ph.D.,**  
**PRINCIPAL**  
**SRI BHARATHI ENGINEERING**  
**COLLEGE FOR WOMEN**  
**Kaikkurchi - 622 303, Pudukkottai Dt.**



HI-TECH ARAI LIMITED

**HTS-HTA**

27<sup>th</sup> January, 2021

**Letter of Appointment**

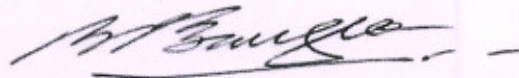
**Ms.R.Suriyakala,**

This refers to your application and subsequent interview with us. We are pleased to inform you that you have been selected for the post of “**Associate Trainee**”.

Your Appointment will be effective from **03<sup>rd</sup> February, 2021**. Your Salary will be **Rs.18,000/-**.

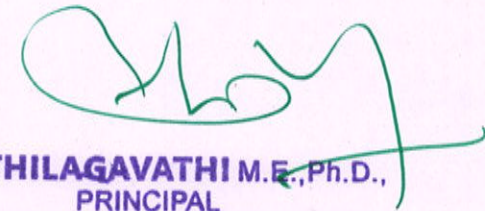
We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

For HI-TECH ARAI PVT LTD,



**MANAGING DIRECTOR**

**Mr.B.T.BANGERA**



**Dr. S.THILAGAVATHI M.E.,Ph.D.,**

**PRINCIPAL**

**SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN**

**Kaikkurchi - 622 303, Pudukkottai Dt.**

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Tel : 2536116, 2539106, 2539077, 2529956 Fax : 0452 - 2539111 e-mail : hta@hitech.u-ai.com

CIN : U29130TNI985PTC011572

HI-TECH ARAI LIMITED

**HTA - HTA**

27<sup>th</sup> January, 2021

**Letter of Appointment**

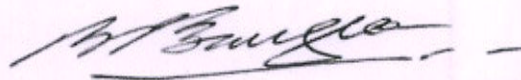
**Ms.I.Princy Roselin,**

This refers to your application and subsequent interview with us. We are pleased to inform you that you have been selected for the post of "**Associate Trainee**".

Your Appointment will be effective from **03<sup>rd</sup> February, 2021**. Your Salary will be **Rs.18,000/-**.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

For HI-TECH ARAI PVT LTD,



**MANAGING DIRECTOR**

**Mr.B.T.BANGERA**



**Dr. S.THILAGAVATHI M.E.,Ph.D.,**  
**PRINCIPAL**  
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CIN : U29130TN1985PTC011572

# SRS FERTILIZER CORPORATION

Plot No.15, Sipcot Industrial Complex,  
Pudukkottai – 622002.  
Phone Number: 04322 244233

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DATE: 18/12/2020

To

Ms. R. Ajitha

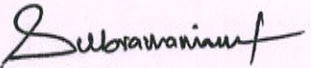
Dear ~~Mr~~/Ms. R. Ajitha

## Sub: Appointment letter

We are happy to extend our heartfelt congratulations on your selection for the position of Office Assistant at SRS Fertilizers Corporation, Pudukkottai. We believe your skills and qualifications make you a valuable addition to our team. Your Compensation package is Rs.15,000/- per month including all allowances and also reporting date 01/02/2021.

Wish you a best of luck.

For SRS Fertilizer Corporation,

  
AUTHORIZED SIGNATORY

  
Dr. S. THILAGAVATHI M.E., Ph.D.,  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.

# SRS FERTILIZER CORPORATION

Plot No.15, Sipcot Industrial Complex,  
Pudukkottai – 622002.

Phone Number: 04322 244233

DATE: 18/12/2020

To

Ms. A. Karunambigai

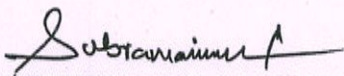
Dear Mr/Ms. A. Karunambigai

Sub: Appointment letter

We are happy to extend our heartfelt congratulations on your selection for the position of Office Assistant at SRS Fertilizers Corporation, Pudukkottai. We believe your skills and qualifications make you a valuable addition to our team. Your Compensation package is Rs.15,000/- per month including all allowances and also reporting date 01/02/2021.

Wish you a best of luck.

For SRS Fertilizer Corporation,

  
AUTHORIZED SIGNATORY

  
Dr. S. THILAGAVATHI M.E., Ph.D.,  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.

# EMRI GREEN HEALTH SERVICES

29.12.2020

To

**Ms. Sneha V**

438, Arisana Street,  
Gandharvakkottai, Mattangal,  
Pudukkottai, TN-613301.

**Dear Ms. Sneha V**

**Sub: Fixed Term Employment as Emergency Response Officer (ERO)**

With reference to your application, subsequent interview and the training that you had with us in regard to employment in our organization, we are pleased to offer fixed term employment on the terms and conditions specified below:

1. You are appointed as **Emergency Response Officer** in the grade of **Assistant in Sense Division (Emergency Response Centre)**.
2. This appointment will come into effect from **29-12-2020** and your services are assigned to our **108 Operations** in Tamil Nadu State. Your place of posting will be at State Head Office, Chennai and can be transferred to any place where EMRI GHS is having its operations based on the requirement of the job.
3. Your monthly compensation package in terms of Gross would be **Rs.18,360/- (Rupees Eighteen Thousand Three Hundred and Sixty only)**. The detailed salary structure is enclosed as Annexure- A.
4. **Employment Tenure:** The term of your employment is for a period of 1 year from your date of joining as mentioned above. Notwithstanding this, in the event of the Project / Work for which you are being employed terminates before end of said employment period, your employment shall be coterminous with such Project/Work.
5. **Extension:** The term of your employment with us would automatically come to an end on after **28-12-2021** completion of 1 year from your date of joining. Thereafter the same may be considered for extension on new terms and conditions subject to continuation of (or) extension of the agreement of EMRI GHS with Govt of Tamil Nadu for providing 108 Services.
6. **Notice Period:** Either party can terminate this employment by serving 30 days' notice on the other or payment of Gross monthly salary in lieu thereof.
7. **Non-disclosure Agreement:** You shall not, at any time, either during the employment, or after leaving the services of our organization, divulge or disclose either directly or indirectly the trade secrets, processes, inventions or any information that we may impart to you or you may acquire in the course of your employment with our Organization.
8. **Assignments /Deputation/Transfer:** EMRI GHS reserves the right to send you on Training/ Deputation/Secondment / Assignments / Transfer to any branch / department / post in India or abroad wherever EMRI GHS has its operations or may have operations in future or has its business requirement at any of its clients' locations or to any of our Subsidiaries, Group companies, Associate Companies.

Emri Green Health Services

DMS Campus, Anna Nagar, Tenampet, Chennai-600 006

Tamilnadu, India

TEHRANAPET

CHENNAI-600006

www.emri.in

Regional Office, Emri Green Health Services, Devar Yamzal, Medchal Road. Secunderabad-500 078, Telangana, India

Tel: +91 40 2246 2222/2600 F:+91 40 22346 2178

Emergency Ambulance Services

Healthcare Outreach Services

Roadsafety Initiatives

Police Helpline

Civil Service Helpline

Emergency Medicine Education

Women Counseling & Rescue

Mobile Veterinary Services

Student Counseling Helpline

CSR Partnerships

**Dr. S.THILAGAVATHI M.E., Ph.D.**

PRINCIPAL

**SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN**

**Kaikkurchi - 622 303, Pudukkottai Dt.**

29.12.2020

To

**Ms. Maheswari R**  
12, Old Street,  
Kovilpatti,  
Pudukkottai, TN.

**Dear Ms. Maheswari R**

**Sub: Fixed Term Employment as Emergency Response Officer (ERO)**


With reference to your application, subsequent interview and the training that you had with us in regard to employment in our organization, we are pleased to offer fixed term employment on the terms and conditions specified below:

1. You are appointed as **Emergency Response Officer** in the grade of **Assistant in Sense Division (Emergency Response Centre)**.
2. This appointment will come into effect from **29-12-2020** and your services are assigned to our **108 Operations** in Tamil Nadu State. Your place of posting will be at State Head Office, Chennai and can be transferred to any place where EMRI GHS is having its operations based on the requirement of the job.
3. Your monthly compensation package in terms of Gross would be **Rs.18,360/- (Rupees Eighteen Thousand Three Hundred and Sixty only)**. The detailed salary structure is enclosed as Annexure- A.
4. **Employment Tenure:** The term of your employment is for a period of 1 year from your date of joining as mentioned above. Notwithstanding this, in the event of the Project / Work for which you are being employed terminates before end of said employment period, your employment shall be coterminous with such Project/Work.
5. **Extension:** The term of your employment with us would automatically come to an end on after **28-12-2021** completion of 1 year from your date of joining. Thereafter the same may be considered for extension on new terms and conditions subject to continuation of (or) extension of the agreement of EMRI GHS with Govt of Tamil Nadu for providing 108 Services.
6. **Notice Period:** Either party can terminate this employment by serving 30 days' notice on the other or payment of Gross monthly salary in lieu thereof.
7. **Non-disclosure Agreement:** You shall not, at any time, either during the employment, or after leaving the services of our organization, divulge or disclose either directly or indirectly the trade secrets, processes, inventions or any information that we may impart to you or you may acquire in the course of your employment with our Organization.
8. **Assignments /Deputation/Transfer:** EMRI GHS reserves the right to send you on Training/ Deputation/Secondment / Assignments / Transfer to any branch / department / post in India or abroad wherever EMRI GHS has its operations or may have operations in future or has its business requirement at any of its clients' locations or to any of our Subsidiaries, Group companies, Associate Companies.

Emri Green Health Services  
DMS Campus, Anna Nagar, Tenampet, Chennai-600 006  
Tamilnadu, India  
Phone: 9840238380  
www.emri.in  
Head Office: Emri Green Health Services, Devar Yamzal, Medchal Road, Secunderabad-500 078, Telangana, India  
Tel: 40 2346 2222/2600 F+91 40 22346 2178

Emergency Ambulance Services  
Healthcare Outreach Services  
Roadsafety Initiatives  
Police Helpline  
Civil Service Helpline

Emergency Medicine Education  
Women Counseling & Rescue  
Mobile Veterinary Services  
Student Counseling Helpline  
CSR Partnerships

  
**Dr. S. THILAGAVATHI, M.E., Ph.D.,**  
PRINCIPAL  
**SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN**  
Kailashnagar, 622 002, Pudukkottai Dt.





HIG: 47, New Housing Unit, Thanjavur-5

Ph: 04362 227725, +91-99431 20025, E-mail-armadaautomation@yahoo.in.

GST No: 33ASPPA2389F1ZS

## APPOINTMENT ORDER

Date : 04/01/2021

To

Ms.A.Jothika

Dear Ms.Jothika,

Appointed as **Technical Assistant**,

We refer to your recent interview for the above position and are pleased to inform that we are offering you the position with our company effective from **04/01/2021** under the following terms and conditions:

- **Salary** : Rs.15,000/-
- **Probationary Period** : 6 Months
- **Working Hours**: Monday to Saturday-8 Hours
- **Leave Policy** : as per the company norms
- **Notice Period** : 3 Months

We congratulate you on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

For Armada Industrial Automation,

**K.Amirtha Ganesh.**

**Dr. S.THILAGAVATHI M.E. Ph.D.,**  
PRINCIPAL  
SRI BHARATHI ENGINEERING  
COLLEGE FOR WOMEN  
Kaikkurchi - 622 303, Pudukkottai Dt.



HIG: 47, New Housing Unit, Thanjavur-5

Ph: 04362 227725, +91-99431 20025, E-mail-armadaautomation@yahoo.in.

GST No: 33ASPPA2389F1ZS

## APPOINTMENT ORDER

Date : 04/01/2021

To

Ms.T.Subhasri

Dear Ms. Subhasri,

Appointed as **Technical Assistant**,

We refer to your recent interview for the above position and are pleased to inform that we are offering you the position with our company effective from **04/01/2021** under the following terms and conditions:

- **Salary** : Rs.15,000/-
- **Probationary Period** : 6 Months
- **Working Hours**: Monday to Saturday-8 Hours
- **Leave Policy** : as per the company norms
- **Notice Period** : 3 Months

We congratulate you on your appointment and wish you a long career with us. We assure you have a great journey and get our full support for your professional growth and development.

For Armada Industrial Automation,

**K.Amirtha Ganesh.**

Dr. **S.THILAGAVATHI M.E., Ph.D.**,  
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