

Approved by AICTE & PCI New Delhi, Recognized by the Government of Maharashtra, 2F,12B recognition by UGC, Affiliated to Savitribai Phule Pune University Accredited by NAAC with A Grade

# Students placed in A Y 2022-23

Sr No.	Name of student placed	Program graduated from	Name of the employer with contact details	Pay package at appointment (In INR per annum)
1.	Gayatri Bhadane	B. Pharm	Eversane India Private Ltd. Contact -Sirisha Venneti www.eversana.com	3 lac/annum
2.	Bhumika Khalane	B. Pharm	Wissen Pvt Ltd. Conatct-+91-40-68237000	3.5 lac/annum
3.	Shravan Mali	B. Pharm	Boston IV healthcare solutions Pvt Ltd., Mumbai Contact- Aniruddha Bhattacharya 6607-5801-02	lac/annum
4.	Jewel Oswal	B. Pharm	Modi Pharma Pvt. Ltd, New Delhi Contact-Ritu Sikka 011-26286581	2.6 lac/annum
5.	Manoj Poharkar	B. Pharm	Boston IV healthcare solutions Pvt Ltd., Mumbai Contact- Aniruddha Bhattacharya 6607-5801-02	3.1 lac/annum
6.	Ms Prajakta Rokade	B. Pharm	Wissen Pvt Ltd. Contact-+91-40-68237000	3.5 lac/annum
7.	Sejal Takawale	B. Pharm	TCS, Mumbai	2.6 lac/annum
8.	Pranshul Soni	B. Pharm	IDS Infotech Ltd, Mohali	3.5 lac/annum
9.	Aishwarya Todkar	B. Pharm	TCS, Pune + 91-2267783000 Corporate.office@tcs.com	2.6 lac/annum
10.	Amarnath Pawar	B. Pharm	TCS, Pune + 91-2267783000 Corporate.office@tcs.com	2.6 lac/annum
11.	Shreyash Pachpute	B. Pharm	TCS, Pune + 91-2267783000 Corporate.office@tcs.com	2.6 lac/annum
12.	Sudarshan Kanade	B. Pharm	TCS, Pune + 91-2267783000 Corporate.office@tcs.com	2.6 lac/annum
13.	Krishna Sharma	B. Pharm	Eversane India Private Ltd. Contact -Amlan Basu www.eversana.com	3.2 lac/annum
14.	Priyanka Wadgule	M.Pharm	TCS, Mumbai Contact- Girish V Nandimath corporate.office@tcs.com +912267783000	3.2lac/annum
15.	Pranjali Gaikwad	M.Pharm	Fortrea Scientific Pvt Ltd., Mumbai	3.1 lac/annum

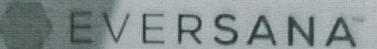
Sr No.	Name of student placed	Program graduated from	Name of the employer with contact details	Pay package at appointment (In INR per annum)
			Contact-dipika.karad@fortrea.com	
16.	Reshma Mate	M.Pharm	Fortrea Scientific Pvt Ltd., Mumbai Contact-shweta.patil@fortrea.com	3.1 lac/annum
17.	Aditi Pande	M.Pharm	Mylan Laboratories Ltd. Contact- Vipin Dhariwal, mylan.india@viatris.com	4.5 lac/annum
18.	Vrashali Patil	M.Pharm	Eris Therapeutics Ltd. Ahemdabad Contact-+91-79-69661000	lac/annum
19.	Abhishek Pawar	M.Pharm	TCS, Mumbai Contact- corporate.office@tcs.com +912267783000	3.2 lac/annum
20.	Ayush Sadanshive	M.Pharm	TCS, Mumbai Contact- corporate.office@tcs.com +912267783000	3.2 lac/annum
21.	Sayali Hajare	M.Pharm	TCS, Mumbai Contact- Girish V Nandimath corporate.office@tcs.com +912267783000	3.2 lac/annum
22.	Mansi Jagdale	M.Pharm	TCS, Mumbai Contact- Girish V Nandimath corporate.office@tcs.com +912267783000	3.2lac/annum
23.	Manthan Rode	M.Pharm	TCS, Mumbai Contact- Girish V Nandimath corporate.office@tcs.com +912267783000	3.2lac/annum
24.	Aniket Wasatkar	M.Pharm	TCS, Mumbai Contact- Girish V Nandimath corporate.office@tcs.com +912267783000	3.2lac/annum
25.	Reshma Shelar	M.Pharm	TCS, Mumbai Contact- Girish V Nandimath corporate.office@tcs.com +912267783000	3.2lac/annum
26.	Abhijeet Bidkar	M.Pharm	IOTA Diagnostic Pvt Ltd Contact -Vaibhav Shitole iotadiagnostics@gmail.com	1.8 lac/annum
27.	Akash Bhusari	M.Pharm	Macleods Pharmaceuticals Ltd, Sarigam, Valsad	3 lac/annum

Sr No.	Name of student placed	Program graduated from	Name of the employer with contact details	Pay package at appointment (In INR per annum)
			Conatct- Saidutta Nanda, +91-22-66762800	
28.	Divya Wagh	M.Pharm	Crescent Pharma Ltd. Contact-Samie Aldoori, saldoori@crescentpharma.com	3.2 lac/annum
29.	Sudarshan Galgunde	M.Pharm	TEAM Leaseservice Ltd. Bangaluru Contact-+91-8033002345	3.2 lac/annum
30.	Payal Kaitkar	M.Pharm	MuSigma, Bangalore Contact-+918071548000	5.0 lac/annum
31.	Ritesh Khairnar	M.Pharm	ASOLUTION, Pharmaceuticals Pvt. Ltd. Contact- +91-9028098510	2.8 lac/annum
32.	Urja Moon	M.Pharm	Cognizant Technology Solutions India Pvt Ltd. Contact-Shibu Balkrishnan	2.7 lac/annum
33.	Pratiksha Shinde	M.Pharm	Medica Press Ltd, Contact-Pooja Takudge 9404953855	2.8 lac/annum
34.	Amol Sonawane	M.Pharm	Sandoz-Novartis Division	2.8 lac/annum
35.	Jay Sonule	M.Pharm	Emcure Pharmaceuticals, Pune Contact- Vineet Shukla +91-2035070033	3.5 lac/annum
36.	Vrushali Varpe	M.Pharm	Encube Ethicals Pvt Ltd. Contact-Sunil Job +91-0832-6618600	1.7 lac/annum
37.	Mrunal Belwate	M.Pharm	Geniobrain IP solutions Contact- Asha Hole, 7709356642 ashahole@ geniobrain.com	1.2 lac/annum
38.	Aniket Bhatambrekar	M.Pharm	Glenmark Pharmaceuticals Ltd. Mumbai	2.8 lac/annum
39.	Purvaj Hirode	M.Pharm	Amoli Organics, Gujrat Contact-+91-2662-611200	2.8 lac/annum
40.	Indrani Mahadik	M.Pharm	R C Patel Institute of Pharmaceutical Education and Research, Shirpur	3.5 lac/annum
41.	Shivraj mavale	M.Pharm	MuSigma, Bangalore Contact-+918071548000	5 lac/annum
42.	Ashwini Sagar	M.Pharm	Geniobrain IP solutions Contact- Asha Hole, 7709356642 ashahole@ geniobrain.com	1.2 lac/annum

Sr No.	Name of student placed	Program graduated from	Name of the employer with contact details	Pay package at appointment (In INR per annum)
43.	Krishna Shewate	M.Pharm	Dyanasadhana College of Pharmacy, Parbhani	2.8 lac/annum
44.	Saurabh Ade	M.Pharm	Iris Therapeutics, Ahmedabad Contact- Suresh Vitthal Sathe, +91-79-30451111	3.1 lac/annum
45.	Manasi Kulkarni	M.Pharm	AISSMS COP Pune Contact- +91-20-26058204	3 lac/annum
46.	Shubhangi Thorat	M.Pharm	AISSMS COP Pune Contact- +91-20-26058204	3 lac/annum
47.	Swapnil lad	M.Pharm	GSK India Global Services Pvt. Ltd. Bangaluru Contact-Nilesh Kumar,	6 lac/annum
48.	Anjali Munde	M.Pharm	WIPRO Contact-Rajeev Menon	2.8 lac/annum
49.	Sushrut Oza	M.Pharm	Iris Therapeutics, Ahmedabad Contact- Suresh Vitthal Sathe, +91-79-30451111	3.1 lac/annum
50.	Chetashree Patil	M.Pharm	DR. D Y Patil Institute of Pharmaceutical Sciences and Research, Pimpri Pune Contact-Dr Sohan Chitlange	3.6 lac/annum
51.	Prajakta Chauthe	M.Pharm	Macleods Pharmaceuticals Ltd, Sarigam, Valsad Contact-Vishal +91-22-66762800	1.2 lac/annum
52.	Mitali Dange	M.Pharm	Infoweb, Pune Contact-+918237600555	2.8 lac/annum

Dr. Ashwini R Madgulkar







Gayatri Bhadane

Employee ID : 50000288

Blood Group . O+

Emergency No. : 8766876355





CS Scanned with CamScanner

https://drive.google.com/drive/u/0/folders/1b4DvKGOttX7N19jOoUaOkmnXDluFmpBe

AISSMS College of Pharmacy



Name: Gayatri Bharat Bhadane

Date: 31-July-2023

#### **CONTRACTUAL AGREEMENT**

#### Dear Gayatri,

Congratulations! With reference to our on-going discussions, we're pleased do offer you a contract position with Eversana India Pvt. Ltd., commencing on **03-Aug-23 and ending on 02-Feb-24**. Your contractual agreement relationship is described in the paragraphs below.

- 1) You will perform the services and duties primary responsibilities and accountability for the Compliance Department and report to **Sirisha Venneti**, or to any other person which would be appointed by Eversana India Pvt Ltd.
- 2) You will be designated as a **Associate Analyst**, during the contract period.
- 3) The company will pay you annual CTC INR 300000 Fixed.
- 4) Payment would be subject to relevant statutory deductions like TDS as per the IT act, etc. such deductions are generally deductible in proportion to your monthly contractual earnings. such monthly contractual earnings further based on your monthly attendance. Amount would be payable upon production of relevant time sheet and invoices within a period of 7 days.
- 5) As your position is temporary and contractual you would not be entitled to any mediclaim / life insurance benefits.
- 6) Your contractual working with Eversana is conditional upon: (i) execution by you of the following Eversana agreements: contractual agreement (including non-solicitation and non-competition clauses), non-disclosure agreement, invention and intellectual property assignments agreement; (ii) your agreement to comply with all standard Eversana corporate policies including our Code of Conduct; (iii) verification of your credentials; (iv) your securing of all required legal work documentation.
- 7) After the contract period of 6 months, this contract will be auto renewed or you may be hired on direct rolls of Eversana India Pvt Ltd, however, that is at the management's discretion. During the contract period, either party can terminate the engagement by providing the other a 30-day notice.
- 8) Further, the company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. This is no way limits Eversana's right to terminate your employment without notice in the event of serious misconduct. Such circumstances can include but are not limited to, criminal offence, theft, fraud, embezzlement, intoxication, violence, sexual harassment, damage to Eversana's reputation, etc., On termination, you shall immediately deliver to Eversana or as may be directed, all Confidential Information in your possession, Return to Eversana all equipment, security keys, and other property belonging to Eversana.

Smartworks – AP81, 7<sup>th</sup> Floor, 83, N Main Rd, Near Hard Rock Café, Mundhwa Pune Maharashtra – 411036

www.eversana.com CIN - U72200PN2009FTC142299





#### This offer nullifies all previous offers, both written and verbal.

This contract is based on your representations to Eversana that there is no legal, contractual, or other restriction that prevents you from accepting a contract with Eversana and carrying out the duties contemplated by this contract. Examples of possible restrictions would be employment and immigration laws; or previous employment agreements that might include non-disclosure or non-competition clauses.

If the terms of this letter are acceptable to you, please sign a copy of this letter in the space provided below.

For,

Eversana India Pvt. Ltd.

**Accepted** 

Amlan Basu

**Director - Human Resources** 

Date: 31-July-23

Gayatri Bharat Bhadane Date: 31-July-23







Ms. Bhumika Pravin, Khalane

27-Nov-23

#### LETTER OF OFFER

Dear Bhumika Pravin,

With reference to your application and subsequent interview with us, we are pleased to offer you a Fixed Term Assignment as "Safety Science Analyst". The Fixed Term Assignment will be for a period of commencing from 04-Dec-23. The assignment is to be carried out by you for our client, Fortrea Scientific Private Limited., the same being extendable upon client's request.

The following are the terms and conditions of your employment with us:

- The employment will be effective from 04-Dec-23. During the term of employment your CTC will be R. per month. Tax Deducted at Source as applicable.
- During the tenure of your assignment you are expected to abide by the rules and regulations which will be conveyed to you by your supervisor.
- You will be required to observe the normal 8 hours working, 5 days a week based on the shift and weekly off allotted to you, by the client organization.
- You will be required to execute an agreement of confidentiality and non-disclosure of the confidential information entrusted to you during your assignment.
- Please note that your employment is subject to your clearing the background verification process at Wissen Infotech Pvt Ltd.
- Your fixed term assignment may be extended by one or more months depending upon our client's requirement.
- Leave for sickness and other exigencies will be at the discretion of your supervisor and would have to be sanctioned in advance (not more than 2 days in a month during the entire contract period
- 8. You may terminate this Agreement by giving Wissen 60 days' written notice, however in case you resign from your job, during the fixed term contract, Wissen reserves the right to re-claim an equivalent of two months' compensation as a penalty towards break in Fixed Term Contract. Wissen can terminate this Agreement without assigning any reason by giving you 30 days' written notice or salary in lieu of notice. In addition, in case of breach of any terms and conditions of this Agreement, Wissen can terminate this Agreement forthwith.
- During the period of such deputation to client through this fixed term employment with Wissen Infotech Pvt Ltd, at no point in time will you be considered as an employee of our client.

Date: 3rd July 2023

Shravan Mali

Mumbai

#### Sub: - Offer Letter

#### Dear Shravan Mali

With reference to your application and subsequent interview with us, the management is pleased to offer you a contractual assignment from 10th July 2023 as a Market Research Analyst.

Any changes in the joining date will be intimated to you further base on the client communication.

On joining you will be deputed at Boston Ivy Healthcare Solutions Pvt Ltd (Mumbai). You need to join on 10th July 2023.

Your monthly gross salary will be Rs 24294/- Only.

Details of the CTC break up will be provided in the Appointment Letter.

You are advised to report to Boston Ivy Healthcare Solutions Pvt Ltd (Mumbai) on 10th July 2023.

The detailed Appointment Letter will be issued only after joining and due submission of the all the testimonials and necessary documents. You are also asked to submit a copy of the resignation letter duly stamped and accepted by your present employer by on or before 10th July 2023.

This offer letter stands cancelled in case you fail to report on the date of joining as stated above and subsequent non clearance of background check and verification conducted as per your consent.

We take this opportunity to welcome you to this progressive and dynamic organization with a great future.

Regards,

For Genius Consultants Ltd.

mirudela Statacharya.

Authorized Signatory

The above terms are agreeable and acceptable. I will join on and from  $\underline{July 10}, 2023$ 



AISSMS College of Pharmacy



# Modi-Mundipharma Private Limited

REGD. OFFICE : 1400, MODI TOWER, 98 NEHRU PLACE, NEW DELHI-110 019, INDIA TELEPHONE : 26286581, 42504555 FAX : (011) 26445914, 26451659

CIN: U74899DL1990PTC041928

MMPL/HR/OFR/PMD/2023

September 11, 2023

Mr. Jewel Shripal Oswal S/o Mr. Sipal Suryakant Oswal 1178/3, Near Jain Tempal, Talegaon Dabhade, DISTT: PUNE - 410507 (Maharashtra)

### OFFER FOR THE POST OF TERRITORY SALES OFFICER IN PAIN MANAGEMENT DIVISION

Dear Mr. Oswal,

We are pleased to offer you the post of Territory Sales Officer with our Organization on the terms and conditions mutually discussed and agreed upon.

Please join your duties before September 12, 2023 at Pune HQ.

You are requested to submit the following essential documents.

- 1. Photocopy of PAN Card.
- 2. Photocopy of Passport.
- 3. Photocopy of Aadhar Card.
- 4. Four latest coloured passport size photographs.
- 5. Attested copies of birth certificate/age proof.
- 6. Attested copies of highest qualification/last examination passed by you.
- 7. NOC from the previous employer, if applicable.
- 8. Fully Vaccinated Certificate for COVID 19 Vaccination.

This offer is subject to your being medically fit and reference check.

Kindly sign the duplicate copy of this letter as a token of your acceptance of this offer. Looking forward to a mutually beneficial association with you.

Thanking you,

Yours faithfully,
For MODI-MUNDIPHARMA PVT. LTD.
(Pain Management Division)

UNDERTAKING

I have read, understood and accept this offer

(Pain-Management Division)

RITU SIKKA

DIRECTOR - HUMAN RESOURCES

N



Jewel Shripal Oswal



AISSMS College of Pharmacy

Pune-1



# Genius Consultants Ltd.

Regd. & Corporate Office :

1C, 1st Floor, Synthesis Business Park, Tower at CBD/1, Action Area - II, New Town, Kolkata -157, INDIA

CIN No.: U74140WB1993PLC059586

Ph.: 6607 5801 - 02

E mail: enquiry@geniusconsultant.com Web.: www.geniusconsultant.com

Date: 3rd July 2023

Manoj Poharkar

Mumbai

#### Sub: - Offer Letter

#### Dear Manoj Poharkar,

With reference to your application and subsequent interview with us, the management is pleased to offer you a contractual assignment from 10<sup>th</sup> July 2023 as a Market Research Analyst.

Any changes in the joining date will be intimated to you further base on the client communication.

On joining you will be deputed at **Boston Ivy Healthcare Solutions Pvt Ltd (Mumbai)**. You need to join on 10<sup>th</sup> July 2023.

Your monthly gross salary will be Rs 24294/- Only.

Details of the CTC break up will be provided in the Appointment Letter.

You are advised to report to Boston Ivy Healthcare Solutions Pvt Ltd (Mumbai) on 10th July 2023.

The detailed Appointment Letter will be issued only after joining and due submission of the all the testimonials and necessary documents. You are also asked to submit a copy of the resignation letter duly stamped and accepted by your present employer by **on** or **before 10**<sup>th</sup> **July 2023.** 

This offer letter stands cancelled in case you fail to report on the date of joining as stated above and subsequent non clearance of background check and verification conducted as per your consent.

We take this opportunity to welcome you to this progressive and dynamic organization with a great future.

Regards,

For Genius Consultants Ltd.

**Authorized Signatory** 

The above terms are agreeable and acceptable. I will join on and from \_

PUNE-1 &

Principal
AlssMs College of Pharmacy
Pune-1



Ms. Prajakta Sahebrao Rokade

17-Nov-23

#### LETTER OF OFFER

Dear Prajakta Sahebrao,

With reference to your application and subsequent interview with us, we are pleased to offer you a Fixed Term Assignment as "Safety Science Analyst". The Fixed Term Assignment will be for a period of 6 months, commencing from 27-Nov-23. The assignment is to be carried out by you for our client, Fortrea Scientific Private Limited., the same being extendable upon client's request.

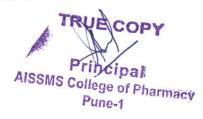
The following are the terms and conditions of your employment with us:

- The employment will be effective from 27-Nov-23. During the term of employment your CTC will be Rs 29602.45 (Twenty Nine Thousand Six Hundred and Two and Forty Five Only) per month. Tax Deducted at Source as applicable.
- During the tenure of your assignment you are expected to abide by the rules and regulations which will be conveyed to you by your supervisor.
- You will be required to observe the normal 8 hours working, 5 days a week based on the shift and weekly off allotted to you, by the client organization.
- You will be required to execute an agreement of confidentiality and non-disclosure of the confidential information entrusted to you during your assignment.
- Please note that your employment is subject to your clearing the background verification process at Wissen Infotech Pvt Ltd.
- Your fixed term assignment may be extended by one or more months depending upon our client's requirement.
- Leave for sickness and other exigencies will be at the discretion of your supervisor and would have to be sanctioned in advance (not more than 2 days in a month during the entire contract period
- 8. You may terminate this Agreement by giving Wissen 60 days' written notice, however in case you resign from your job, during the fixed term contract, Wissen reserves the right to re-claim an equivalent of two months' compensation as a penalty towards break in Fixed Term Contract. Wissen can terminate this Agreement without assigning any reason by giving you 30 days' written notice or salary in lieu of notice. In addition, in case of breach of any terms and conditions of this Agreement, Wissen can terminate this Agreement forthwith.

 During the period of such deputation to client through this fixed term employment with Wisse Infotech Pvt Ltd, at no point in time will you be considered as an employee of our client.

Corporate Office Q-4, 9th Floor Cyber Towers, Hi-tec City Madhapur, Hyderabad Telangana - 500 081 India T : +91-40-68237000 U.S. Office 2325 Parklown Dr. Suita G Waukesha, WI 53186, USA T. (262) 510-2900 Bangalore Office Adarsh Eco Place 4th Floor, #176, KIADE BPF 2nd Phase, Whitehold Bangalore - 560 066 logis 1 - +11-80 49347600

www.wissen.com



OF PY



MONTHLY (in ₹)	YEARLY (in ₹)
12500	150000
5000	60000
1600	19200
1041	12492
6460	77520
26601	319212
1800	21600
601	7212
600	7205
	355229
	12500 5000 1600 1041 6460 26601 1800

If these terms and conditions are acceptable to you, please do signify your acceptance by signing the duplicate copy of this contract and return the same to us.

We trust we will mutually build a meaningful career for you.

Best wishes sincerely For Wissen Infotech Pvt Ltd

Shanumathi. S

Bhanumathi Santhosh

Manager - HR

The above terms of employment are agreeable to me.

Full Name:

Date:

Signature:

Principal
AISSMS College of Pharmacy
Pune-1

Corporate Office Q-d, Wh Floor Cyber Towers, Hi-tec City Madhagur, Hyderathod Telangaria - 500 081 India 1 : +91-40-68237000 U.S. Office 2325 Forklawn Dr. Suite G Woukesho, WI 53186, USA 1 : (262) 510-7900

www.wissen.com

Bangalore Office Adorsh Ero Place 4th Floor, #176, KIADN IFIP 2nd Phase, Whitefield Bengalore 560 066 India 1 +9180 40349600



# TATA CONSULTANCY SERVICES



Card No 247389 Associate No 2678014

Tata Consultancy Services Ltd.

TCS House, Raveline Street, Fort Mumbai 400001, India



TRUE COPY



## IDS Infotech Ltd.

C-138, Phase VIII, Industrial Area, Mohali-160059, INDIA

Tel.: (+91)-172-5053601, 5053602

Fax: (+91)-172-5098475

Website: www.idsil.com CIN: U72200CH1989PLC009464

05/11/2023

## Letter of Selection

Garima Gupta AISSMS Pune

I am pleased to extend the offer of employment to the following students for the position of **Medical Scribe**. They would be hired after they have completed their final exams in the month of **June/July 2023**. A formal appointment letter will be issued at the time of the joining.

1. Sejal Takawale	2. Pranshul Soni

Kindly confirm their joining and also ask them to submit their documents in the following Google form link to confirm their selection by 15<sup>th</sup> May, 23.

https://forms.gle/MDMGUfDffNsYHTGt8

Thanking you, Yours faithfully, For IDS Infotech Ltd.

Gursharan Kaur

Assistant Manager Recruitment

PUNE-1 &

AISSMS College of Pharmacy
Pune-1



"TCS does not charge any fee at any stage of the recruitment & selection process.

TCS has not authorized any person / agency/partner to collect any fee for recruitment from candidates if a fall you notice the above please bring it to our attention

TCS Confidential

From: Amatullah Lightwala

Sent: Thursday, May 4, 2023 5:36 PM

Subject: TCS Sigma Hiring\_Test Resutt\_AISSMS College,Pune

TCS Confidential

Dear Monica Ma'am.

Greetings from TCS!

We are delighted to share the test result of 'TCS Sigma Hiring'.

Eligibility Criteria: Please note that the following criteria needs to be adhered for participating in the Interview Process . (Only those students who are not meeting the undermentioned criteria are not eligible for the interview process.)

Candidate(s) must be from YOP 2023 only.
 There should not be more than 1 Backlog at time of appearing for interview process.

3. Gap in education should not exceed more than 24 months.

4. Extension of Education in highest educational qualification is strictly not allowed Candidates having UG/PG degree from any Open University will not be considered.

Important Note - Kindly be informed that eligibility criteria as informed to you as part of the application process is checked at multiple stages during the selection process. Any discrepancy in the above-mentioned eligibility criteria at any hiring stage may lead to the disqualification of your candidature.

Further interview details would be shared on students registered email id shortly. Request your support to cascade the same from your end as well.

Warm Regards,

Amatullah Lightwala

Pronouns - she/her/hers

TAG - Campus Team

For any escalation you may reach out to: Level 1 - Vishal Rampalle (rampalle.vishal@tcs.com)



"TCS does not charge any fee at any stage of the recruitment 3 - election process.

TCS has not authorized any person ( agency/partner to collect all y fee for recruitment from candiciates it all all you notice the above please by immediately'

TCS Confidential

From: Amatullah Lightwala

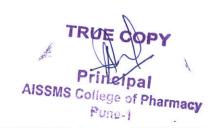
Sent: Tuesday, April 4, 2023 10:37 AM

Subject: TCS Sigma Hiring\_Registration Count\_AISSMS College,Pune

TCS Confidential

Dear Monica Ma'am.

Greetings from TCS!





rao\_mrp AISSMSCOP <rao\_mrp@aissmscop.com>

#### TCS Sigma Hiring\_FY 23\_Selected students\_AISSMS College,Pune

Amatullah Lightwala <amatullah.l@tcs.com>

Wed, May 31, 2023 at 3:09 PM

To: "tpaissmscop@gmail.com" <tpaissmscop@gmail.com">, "placements@aissmsiom.org" <placements@aissmsiom.org>, tpoamipsrs save <tpoamipsrs@gmail.com>, "santoshvgandhi@rediffmail.com" <santoshvgandhi@rediffmail.com" <rantoshvgandhi@rediffmail.com" <santoshvgandhi@rediffmail.com>, "rao\_mrp@aissmscop.com" <rao\_mrp@aissmscop.com> <br/>
Cc: Vishal Rampalle <rampalle.vishal@tcs.com>, Gesu Thawait <t.gesu@tcs.com>, Pallabi Baruah <br/>
\$\text{baruah.pallabi@tcs.com} > \text{\$

TCS Confidential

Dear Ma'am,

Greetings from TCS!

We are delighted to share the result of TCS Sigma Hiring FY'23.

Sharing the list of students who have cleared the selection process.

DT/CT	Candidate Name	Hiring Category
DT20234056563	ADITI Mukunda PANDE	Normal BPS
DT20234086274	SHREYASH Subhash PACHPUTE	Normal BPS
DT20234089524	MANTHAN Ravindra RODE	Sigma Plus Hiring
DT20234073690	- AMARNATH Bibhishan PAWAR	Normal BPS
DT20234088533	RESHMA Dattatraya SHELAR	Normal BPS
DT20234083114	SEJAL Abasaheb TAKAWALE	Sigma Hiring
DT20234090300	SAYLI Ganesh HAJARE	Sigma Hiring
DT20218663102	ANIKET Limbaji BHATAMBREKAR	Sigma Hiring
DT20234047958	ANIKET Ganesh VASATKAR	Sigma Hiring
DT20234087441	ABHISHEK Satish PAWAR	Sigma Hiring
DT20234089144	PRIYANKA Milind WAGHULDE	Sigma Hiring
DT20217720977	AYUSH Vijaykumar SADANSHIVE	Sigma Hiring
DT20234090416	MANSI Sandesh JAGDALE	Sigma Hiring
DT20234080827	JEWEL Shripal OSWAL	Normal BPS
DT20234070238	AISHWARYA Dattatraya TODKAR	Normal BPS
DT20234072411	SUDARSHAN Sattling KANADE	Normal BPS
DT20234067468	VARSHA Arun PATIL	Normal BPS
DT20234090469	KRISHNA Sambhajirao SHEVATE	Normal BPS



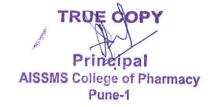
Warm Regards,

Amatullah Lightwala

Pronouns - she/her/hers

TAG - Campus Team

For any escalation you may reach out to: Level 1 – Vishal Rampalle (rampalle.vishal@tos.som)





#### Mr. Krishna Sanjay Sharma Pune

#### **Subject: Offer Letter**

#### **Dear Krishna Sanjay Sharma**,

**Congratulations!** We are pleased to offer you the position of an **Analyst** at **Eversana India Pvt Ltd.** Your date of joining will be on **02-November-23.** 

- 1. This offer nullifies all previous offers, both written and verbal. You are to respond to this offer by/on 31-October-23 after which, this offer will no longer be valid.
- 2. The company will pay you an Annual Gross Cost to Company (CTC) of Rs. 3,23,723 INR. The CTC breakup is mentioned in Annexure I.
- 3. Your place of employment will be **Pune**; however, you will be liable to be transferred in such capacity as the company may from time to time determine to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate Company. In such case you will be governed by the terms and conditions of service applicable to the new assignment.
- 4. You will be entitled to the standard benefits apart from the remuneration mentioned here as per the company policies which will be explained to you during your orientation.
- 5. Please note once you confirm and accept the offer letter, you would be given 15 days grace period to inform us in case of any changes in your decision to join Eversana. Post 15 days completion we intimate our customers on your joining date based on which project planning takes place. If you are unable to join after committing, it is a huge loss to the organization, and you would be liable to pay us 8% of your Annual CTC to bear part of our loss.
- 6. This offer of employment is contingent on the basis that all information and documentation provided by you is true to the best of your knowledge and that you have not provided us with false declaration or will fully suppressed any material information. If at any point of time during your employment with Eversana India Pvt. Ltd., it comes to light that the information and/or documentation which you have provided is false and/or misrepresented by you, you will be liable for removal from services immediately without notice. Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which relate to your commitments under this agreement.

Dr. Ashwini R Madgulkar





We would like to take this opportunity to extend a warm welcome to the Eversana family and look forward to a rewarding career with us.

As a means of acceptance, please send us an email confirmation so that the rest of the procedure can be started.

Yours Sincerely,

Amlan Basu

Sr. Director - Human Resources

30-October-23

Krishna Sanjay Sharma: Date: 30-October-23

Dr. Ashwini R Madgulkar





#### **ANNEXURE - I**

Name: Krishna Sanjay Sharma

**Designation:** Analyst **DOJ:** 02-November-23

Salary Component	Amount in Rupees
Basic	6250
HRA	2500
Technical development allowance	1000
Gym/ Club	1000
LTA	938
*Flexible Basket	13313
Total Monthly	25001
Total Annual	300012
**Variable Pay	0
Gratuity	3612
Group Medical Insurance	20099
Total Annual	323723

- \*Flexible Basket Please refer Annexure II
- You will be also entitled for yearly incentive of Rs 1 lakh, payable monthly prorated on reaching your target.
- <sup>3</sup>Gratuity payable as per "The Payment of Gratuity Act."
- Apart from your CTC mentioned above, you will be also entitled to Night Shift allowance as per the Company
  policy, prorated for the number of days you work in night shift for the month.
- Taxes and other deductions are applicable as per the prevailing government rules and your income tax investment declarations.
- You will be also entitled for yearly incentive of Rs 1 lakh, payable monthly on reaching your target.

Yours Truly
For Eversana India Pvt. Ltd.

Amlan Basu Sr.Director – Human Resources 30-October-23

Dr. Ashwini R Madgulkar





#### **ANNEXURE - II**

Name: Krishna Sanjay Sharma

**Designation:** Analyst **DOJ:** 02-November-23

Please note that the salary structure is fine tuneable by you.

The current Basic component of your salary structure is at 25% of your Monthly component.

You can vary it up to 40% of your monthly component.

The variation will impact your deductions for PF and Company contribution for PF as well your gratuity calculation as when applicable.

You are requested to get in touch with Finance Department during On boarding for any queries on salary structure.

#### **Flexible Basket**

Flexible basket contains the following:

Particulars Partic	Monthly Figures in INR
Meal Allowance (Paytm linked)	Up to 2200
Driver Allowance	900
Vehicle Allowance	1800
Telephone Allowance	2000
*Company Contribution to PF @ 12% of your basic pay	1800
Special Allowance	Balance amount left from monthly component

All these components will vary basis your designation and prevailing rules and regulations of taxation authorities.

\*This will be matched by an equivalent employee PF contribution from your monthly disbursements.

All these components will vary basis your designation and prevailing rules and regulations of taxation authorities.

You are requested to get in touch with Finance department during onboarding to understand the impact of these components on your taxes home and supporting declaration needed for them to be effective in your tax derivation.

Yours Truly

For Eversana India Pvt. Ltd.

Amlan Basu Sr.Director – Human Resources 30-October-23 Dr. Ashwini R Madgu<mark>lkar</mark>

Principal

AISSMS College of Pharmaey

Pune-1



(I have read and understood the terms and conditions laid down in this agreement and will abide by them. I have signed a copy of the agreement as a token of acceptance).













# Fortrea\_Contractual Role In PV\_Location Confirmation

Pranjali balkuvad M. Pham (Phaynaceulis) 2022-23

Inbox



Karad, Dipika Yesterday





Dear Candidate,

This is in regards with your candidature for contractual role in PV, I am pleased to inform you that you have cleared the interview. Kindly let me know if you are open for Mumbai location.

Request you to confirm on location by responding to this email at the earliest.

If you are ok with Mumbai location please share your updated CV as well.

Thanks & Regards, Dipika Karad

Principal
AlssMs College of Pharmacy
Pune-1

Recruitment Coordinator



E: dipika.karad@fortrea.com









.

Interview Feedback\_ Junior
Regulatory Affairs (Contract) Inhor





Patil, Shweta 2 days ago

to v



\*

Dear Candidate,

Further to your candidature our vendor partner Wissen will be connecting with you for the further process, kindly share and complete all the necessary formalities.

Your date of joining will be 20-Nov-23 in Pune location.

Shweta Patil

Recruiting Specialist & Talent Advisor

Email: shweta.patil@fortrea.com fortrea.com Fortrea Scientific Pvt Ltd



offer letter via mail

Reshma Tanaji Mate

<u>Labcorp's Clinical Development and Commercialization Services Business</u> <u>will become Fortrea</u>















Mylan Laboratories Limited Plot No. 564/A/22, Road No. 92, Jubilee Hills Hyderabad - 500 096, Telangana, India Tel: +91-40-30366666, Fax: 30866699 Email: mylan.india@viatris.com Web: https://www.viatris.com/en-in/lm/India CIN: U24231TG1984PLC005146 A Viatris Company

13th Oct 2023

CONFIDENTIAL

Ms. Aditi Pande

D1/11, Rakshalekha Soc. Pune-30 Email: aditipande1999@gmail.com Contact: 8805136840

Dear Ms. Aditi,

Sub: Letter of Intent

This has reference to your application form and the discussions we had with you. We are pleased to offer you the position of Associate Trainee - Regulatory Affairs (Grade 30) in our organization, on the following terms & conditions:

Your fixed compensation will be Rs.4,50,000/- (INR Four Lakhs Fifty Thousand Only) per annum. 2.

You will be under Training for 12 months

You will be posted at GIS Office- Gachibowli, Hyderabad. 3

A formal letter of appointment will be issued at the time of joining.

If you intend to leave the services of the Company, you have to give 90 days prior notice in writing or Notice Pay in lieu thereof and vice-versa, which may be modified and the same will be notified.

You will be governed by the Rules & Regulations of the Company that will be in force from time to time. You are required to sign a separate confidentiality agreement with the company, which will form part of this appointment letter.

- You are requested to undergo pre-employment medical check-up, organized through the company or by yourself per company guidelines. This offer of appointment is subject to your medical fitness.
- You are requested to bring the photocopies of the following documents for submission and originals of the same for verification at the time of reporting for duty at GIS Office- Gachibowli, Hyderabad.
  - a. Proof of date of birth / SSLC / HSC certificate stating date of birth.
  - Educational Qualification Certificates.
  - Passport, Driving License, AADHAR
  - d. PAN card is mandatory.
  - Three passport and four stamp size photographs.
  - Two stamp size photographs of each dependent (parents, spouse & children).

We request you to join the organization at the earliest, however not later than 30th Oct 2023 Kindly sign the duplicate copy of this offer as an acceptance and confirm the date by which you will be joining us.

We look forward to having you in our team.

Please confirm your acceptance on or before 14th Oct 2023 otherwise the offer would stand void.

Thanking you,

Yours faithfully.

For Mylan Laboratories Ltd, (A VIATRIS Company)

Vipin Dhariwal AVP - Human Relations

Exam.

AISSMS College of Pharmacy Pune-1



# Vrashali Vivekanand Patil

Empl. Code : L00585

**D.O.B.** : 05-06-2000

**D.O.J.** : 16-08-2023

Blood Group: 0+

Mobile No. : 8530965088

Authorised Signature

Eris Therapeutics Limited

Eris

Shivarth Ambit, Nr. Mann Party Plot, Ram Dass Road, Off. Sindhu Bhavan Road, Bodakdev, Ahmedabad – 380054 Phone: +91-79-69661000/1001





Provisional Offer: BUSINESS PROCESS SERVICES

Ref: TCSL/DT20234087441/Mumbai/BPS/BSPA

Date: 11/08/2023

Dear Mr. Abhishek Satish Pawar,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring career opportunities with Tata Consultancy Services Limited(TCSL). You have successfully completed our initial selection process and we are pleased to make you a provisional offer of employment.

This offer is based on your profile and performance in the selection process. We are pleased to inform you that you have been selected for the position of Senior Process Associate in Grade BPO2 at TCSL. Your Gross Salary / Annual Compensation Package including all benefits will be Rs. 3,25,016/- per annum.

Kindly confirm your acceptance on the position and compensation offered by proposing your date of joining and signing Annexure 1. If not accepted within 30 days of receipt, this offer is liable to lapse at the discretion of the company.

This is a provisional offer letter and should not be construed as an Offer of Employment from TCSL. A detailed offer of employment will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of Employment will be made to you provided this position continues to be available with TCS.

Your employment with TCSL is subject to your clearing our pre-employment medical tests and Background / Reference check. On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

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

Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. TCS employees living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

**Private and Confidential** TCSL/DT20234087441

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBSAISSMS CONEGE OF Pharmacy
Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBSAISSMS CONEGE OF Pharmacy

Ph.: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate offic Registered Office: 9th Floor, Nirmal Building, Nariman Point, Muss Pune-171 Corporate Identification No. (CIN): 1 22210MH1995Pt C03473



Offer: BUSINESS PROCESS SERVICES

Ref: TCSL/DT20217720977/Mumbai/BPS/BSPA

Date: 09/10/2023

Mr. Ayush Vijaykumar Sadanshive 10. Kalpana Nagar Vmv Road Behind Navsari Power Station Amravati-444604 Maharashtra Tel# -

Dear Mr. Ayush Vijaykumar Sadanshive,

Sub: Letter of Offer and Terms of Traineeship

We thank you for exploring career opportunities with Tata Consultancy Services Limited(TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer of traineeship.

We are suitably impressed with your credentials and feel that your working with us will be mutually beneficial and rewarding. We are pleased to inform you that you have been selected for the position of SENIOR PROCESS ASSOCIATE in Grade BPO2 and your present posting will be at Mumbai . Your Gross Salary / Annual Compensation Package including all benefits will be Rs. 3,25,016/- per annum. Annexure 1 provides a break-up of the compensation package.

Kindly confirm your acceptance of this offer by proposing your date of joining and signing Annexure 2.

Your failure to accept the offer of the company within 7 days may lead to a presumption that you are not interested in working in the company and the offer will stand revoked automatically at the sole discretion of the company.

On joining and successful completion of joining formalities, you will be issued a Letter of Appointment by the company. Joining formalities include a submission of a PAN Card and non submission of the same will delay your joining duty. The offer of employment is also subject to the individual being eligible and legally permissible to work such as having a valid work permit or not being disqualified from being appointed by any law.

If the requirements of the joining formalities including submission of PAN Card are not complied with by you within 30 days of your date of joining, this offer of employment would stand revoked at the sole discretion of the company. Your offer is subject to a positive background check.

TCS decision of releasing the Offer of Employment and allowing you to join the organization before completion of your final semester examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the aforesaid condition specified in the Terms of Employment. The status of your course completion with requisite marks will be reviewed periodically. The Management reserves the right to revoke the Offer / Appointment if it is later established that you do not meet the requisite criteria as per TCS Selection Guidelines. Please refer to the "Terms of Traineeship". Your appointment is subject to completion of your course within stipulated time and scoring minimum aggregate marks as per TCS Selection Guidelines, as most specifically stated in the Offer of Employment.

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TATA CONSULTANCY SERVICES



Offer: BUSINESS PROCESS SERVICES

Ref: TCSL/DT20234090300/Mumbai/BPS/BSPA

Date: 11/10/2023

Ms. Sayli Ganesh Hajare B2-306, Kumar Periwinkle, Old Mundhawa Road Kharadi Pune-411014 Maharashtra Tel# -

Dear Ms. Sayli Ganesh Hajare,

Sub: Letter of Offer and Terms of Traineeship

We thank you for exploring career opportunities with Tata Consultancy Services Limited(TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer of traineeship.

We are suitably impressed with your credentials and feel that your working with us will be mutually beneficial and rewarding. We are pleased to inform you that you have been selected for the position of SENIOR PROCESS ASSOCIATE in Grade BPO2 and your present posting will be at Mumbai. Your Gross Salary / Annual Compensation Package including all benefits will be Rs. 3,25,016/- per annum. Annexure 1 provides a break-up of the compensation package.

Kindly confirm your acceptance of this offer by proposing your date of joining and signing Annexure 2.

Your failure to accept the offer of the company within 7 days may lead to a presumption that you are not interested in working in the company and the offer will stand revoked automatically at the sole discretion of the company.

On joining and successful completion of joining formalities, you will be issued a Letter of Appointment by the company. Joining formalities include a submission of a PAN Card and non submission of the same will delay your joining duty. The offer of employment is also subject to the individual being eligible and legally permissible to work such as having a valid work permit or not being disqualified from being appointed by any law.

If the requirements of the joining formalities including submission of PAN Card are not complied with by you within 30 days of your date of joining, this offer of employment would stand revoked at the sole discretion of the company. Your offer is subject to a positive background check.

TCS decision of releasing the Offer of Employment and allowing you to join the organization before completion of your final semester examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the aforesaid condition specified in the Terms of Employment. The status of your course completion with requisite marks will be reviewed periodically. The Management reserves the right to revoke the Offer / Appointment if it is later established that you do not meet the requisite criteria as per TCS Selection Guidelines. Please refer to the "Terms of Traineeship". Your appointment is subject to completion of your course within stipulated time and scoring minimum aggregate marks as per TCS Selection Guidelines, as most specifically stated in the Offer of Employment.





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TATA CONSULTANCY SERVICES



#### Night Shift Allowance

TCSL has agreed to provide it's clients 24 X 7 production support environment. Shift working is therefore an incident and condition of service. Failure, refusal or inability to work in the night shift without reasonable cause may lead to severance of employment.

Employee assigned to night shifts on client request in the BPS department, would be eligible for a Night Shift Allowance of Rs. 200/- per shift. In order to avail this allowance the associate must work between 11.30p.m. and 6.30 a.m. IST excluding break. All approved claims will be paid post tax deduction along with monthly salary.

#### **Performance Pay**

Monthly Performance Pay

You will receive a monthly performance pay of Rs. 3,100/- . This payout is subject to review basis your own ongoing individual performance.

#### CITY ALLOWANCE

You will be eligible for a City Allowance of Rs. 750/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

#### OTHER BENEFITS

Health Insurance Scheme:

TCSL brings the benefit of health insurance cover to you and your dependents under the company's Health Insurance Scheme (HIS). You are automatically covered under a default HIS Plan. You will be eligible for Domiciliary and Hospitalization covers as per the default plan applicable. These benefits are extended on payment of applicable premium as per the scheme.

You have the flexibility to choose a plan which is higher than the existing default plan, by paying the applicable additional premium plus Service Tax.

- a) Domiciliary Cover: This is a provision to cover the cost incurred towards any domiciliary treatment up to a specified limit for each insured person per annum.
- b) Base Cover: This is a provision to cover the cost incurred on hospitalization treatments up to a specified limit for each insured person per annum.
- c) Floater Cover: This benefit covers the hospitalization expenses incurred over and above the basic hospitalization cover limit. This is a family floater cover for you and your enrolled dependents.

The total premium is split between Base Cover and Floater Cover Premium as per the default plan applicable.

- i. Base Cover Premium: Towards Domiciliary and Base cover for self, spouse and up to three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.
- ii. Floater Cover Premium: Towards Floater cover is to be borne by you.

\*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future will prevail

. For further details, please refer to the policy document.

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graduation / post graduation your traineeship / services with TCSL will be discontinued without any notice or notice pay

It is mandatory to declare the gaps / arrears / back log, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer of traineeship /appointment at any time at its sole discretion in case of any discrepancy or false information is found in the details submitted by you.

#### Traineeship Period:

You will be required to undergo class room and on the job training in the first twelve months, during which you will be appraised for satisfactory performance during/after which the company would normally confirm you. This confirmation will be communicated to you in writing.

If your performance is found unsatisfactory during the training period, the company may provide you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, the company may terminate your traineeship forthwith. However, TCS may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory.

The terms and conditions of the training will be governed by company's training policy. TCS reserves the right to modify or amend the training policy.

#### Working Hours:

You may be required to work in shifts and/or in extended working hours, as permitted by law.

You will be eligible for leave as per the Company's Leave Policy.

#### Transport:

TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. TCS employees living beyond these boundaries would be required to make their own arrangements and the routes are predetermined and not permitted to be varied under any circumstances. The company will make appropriate provisions for those working in night shift as permitted by law/ policy.

#### Mobility:

The Company reserves the right to transfer/utilise your services at its sole discretion at any of its offices, work sites, or associate or affiliate companies, firms in India or outside India which are currently in existence or which may likely to come into existence anywhere in India or abroad, on the terms and conditions as applicable to you at the time of transfer. In case you refuse to join duty at the transferred location within stipulated period, your services are liable to be terminated. This is without prejudice to the company's right to take disciplinary action under the Industrial Employment Standing Orders Act, 1946.

#### Increments and Promotions:

Your merit, performance and contribution to the company will be the primary considerations for annual salary increments and your potential to perform and availability of suitable positions will be considered for promotions. Salary increments and promotions will not be direct and will be based on the company's Compensation and Promotion Policy. Increments shall depend on several factors like company's performance, your individual performance, track record and contribution to the company, attendance, behavior and conduct during the period under review as per the company's policy as may be applicable from time to time.

#### Alternate Employment:

As a whole-time associate of TCSL, you are not permitted to undertake any other employment, business, assume any public office or private office, honorary or remunerative, without the prior written permission of AISSA TCSL .

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AISSMS College of Pharmac TATA CONSULTANCY SERVICES



be medically unfit for the job as may be certified by the company's doctor.

#### 15. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

- i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.
- ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

#### 16. Background Check:

Your employment will be subject to a background check in line with the company's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.

The offer of employment is subject to the condition that the person concerned has not been guilty or convicted for any criminal offence in the past.

If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of service without notice.

#### 17. Submission of Documents:

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.
- Standard X and XII Mark sheets equivalent

- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a Post-graduate)
- Birth Certificate / Proof of Age
- Experience certificate from your previous employer(s) indicating the following:
  - i. Period of employment
  - ii. Technology areas you worked on
  - iii. Certificates for any training provided by your previous employers in various technologies
- Release letter from your current employer indicating the date of release
- Passport
- 6 photographs passport size
- A photocopy of your Permanent Account Number (PAN) Card
- An affidavit / notarised undertaking that there is no criminal offence registered/pending against you

Your original documents will be returned to you after verification

#### 18. Letter of Appointment:

You will be issued a letter of appointment at the time of your joining and completing joining formalities as per the company's policy.

#### 19. Personal Data Processing:

Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education,

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Tata Consultancy Services Limited

Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079

Ph.: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate-office@tes.com, Website: http://www.tcs.com
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021

Corporate Identification No. (CIN): L22210MH1995PLC084781



#### Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in the employment and this offer will be automatically withdrawn. Post acceptance of TCSL offer letter if you fail to join on the date provided in the TCSL joining letter, the offer will stand automatically terminated at the sole discretion of TCSL

We look forward to having you in our global team.

Yours Sincerely,

For Tata Consultancy Services Limited.

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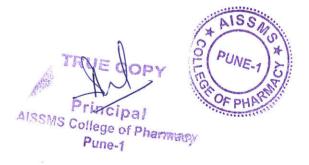
Girish V. Nandimath Global Head, Talent Acquisition & Academic Interface



<u>Click Here</u> or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits Gross Salary Sheet

Annexure 2: Confidentiality, Data and Intellectual Property Protection Terms





#### Annexure 2

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#### Confidentiality, Data and Intellectual Property Protection Terms

#### 1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS and its subsidiaries as applicable (Collectively termed as TCS) (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

- (a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,
- (b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS)
- (c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,
- (d) Customer and prospective customer lists, and
- (e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

#### 2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly any Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with TCS. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by

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TATA CONSULTANCY SERVICE AISSMS College of Pharmacy: PHP

Tata Consultancy Services Limited

Tata Consultancy Services Limited

Tata Consultancy Services Limited

Tomolex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Myrnbai 400079

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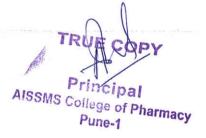


representatives of both parties.

(f)The obligations of Associate in terms of this Confidentiality, Data and IP Protection Terms shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

Please complete and return these documents to the TCSL HR executive, within 7 days of receiving this offer.

This is to confirm that I have received the Letter of Offer on	·
I hereby accept this Offer and intend to join service on	•
Name:	
Address:	
Signature:	
Date:	PUNE-1 CE SHIPE





Offer: BUSINESS PROCESS SERVICES Ref: TCSL/DT20234090416/Mumbai/BPS/BSPA

Date: 10/10/2023

Ms. Mansi Sandesh Jagdale Sharda Suyog Apartment, Flat No.6, Plot No 23,Sector 16 Raje Shivaji Nagar Opposite To Diagnol Mail Pune-411019 Maharashtra Tel# 91-8605253843

Dear Ms. Mansi Sandesh Jagdale,

Sub: Letter of Offer and Terms of Traineeship

We thank you for exploring career opportunities with Tata Consultancy Services Limited(TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer of traineeship.

We are suitably impressed with your credentials and feel that your working with us will be mutually beneficial and rewarding. We are pleased to inform you that you have been selected for the position of SENIOR PROCESS ASSOCIATE in Grade BPO2 and your present posting will be at Mumbai. Your Gross Salary / Annual Compensation Package including all benefits will be Rs. 3,25,016/- per annum. Annexure 1 provides a break-up of the compensation package.

Kindly confirm your acceptance of this offer by proposing your date of joining and signing Annexure 2.

Your failure to accept the offer of the company within 7 days may lead to a presumption that you are not interested in working in the company and the offer will stand revoked automatically at the sole discretion of the company.

On joining and successful completion of joining formalities, you will be issued a Letter of Appointment by the company. Joining formalities include a submission of a PAN Card and non submission of the same will delay your joining duty. The offer of employment is also subject to the individual being eligible and legally permissible to work such as having a valid work permit or not being disqualified from being appointed by any law.

If the requirements of the joining formalities including submission of PAN Card are not complied with by you within 30 days of your date of joining, this offer of employment would stand revoked at the sole discretion of the company. Your offer is subject to a positive background check.

TCS decision of releasing the Offer of Employment and allowing you to join the organization before completion of your final semester examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the aforesaid condition specified in the Terms of Employment. The status of your course completion with requisite marks will be reviewed periodically. The Management reserves the right to revoke the Offer / Appointment if it is later established that you do not meet the requisite criteria as per TCS Selection Guidelines. Please refer to the "Terms of Traineeship". Your appointment is subject to completion of your course within stipulated time and scoring minimum aggregate marks as per TCS Selection Guidelines, as most specifically stated in the Offer of Employment.

Principal
AISSMS College of Pharmacy
Pune-1

AISSA PUNE. 1 TO PHARMA

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LB9 Marg Vikhroll West, Mumbai - 400079
Ph.: +91 22 6778 3000 Fax 91 22 6778 300 91 226778 309 E-mail: corporate office@btx.com, Website: http://www.ics.com
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate identification No. (CIN): L22210MH1995PLC084781



#### **Night Shift Allowance**

TCSL has agreed to provide it's clients 24 X 7 production support environment. Shift working is therefore an incident and condition of service. Failure, refusal or inability to work in the night shift without reasonable cause may lead to severance of employment.

Employee assigned to night shifts on client request in the BPS department, would be eligible for a Night Shift Allowance of Rs. 200/- per shift. In order to avail this allowance the associate must work between 11.30p.m. and 6.30 a.m. IST excluding break. All approved claims will be paid post tax deduction along with monthly salary.

#### Performance Pay

Monthly Performance Pay

You will receive a monthly performance pay of Rs. 3,100/- . This payout is subject to review basis your own ongoing individual performance.

#### CITY ALLOWANCE

You will be eligible for a City Allowance of Rs. 750/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

#### **OTHER BENEFITS**

1. Health Insurance Scheme:

TCSL brings the benefit of health insurance cover to you and your dependents under the company's Health Insurance Scheme (HIS). You are automatically covered under a default HIS Plan. You will be eligible for Domiciliary and Hospitalization covers as per the default plan applicable. These benefits are extended on payment of applicable premium as per the scheme.

You have the flexibility to choose a plan which is higher than the existing default plan, by paying the applicable additional premium plus Service Tax.

- a) Domiciliary Cover: This is a provision to cover the cost incurred towards any domiciliary treatment up to a specified limit for each insured person per annum.
- b) Base Cover: This is a provision to cover the cost incurred on hospitalization treatments up to a specified limit for each insured person per annum.
- c) Floater Cover: This benefit covers the hospitalization expenses incurred over and above the basic hospitalization cover limit. This is a family floater cover for you and your enrolled dependents.

The total premium is split between Base Cover and Floater Cover Premium as per the default plan applicable.

- i. Base Cover Premium: Towards Domiciliary and Base cover for self, spouse and up to three children is entirely borne by **TCSL**, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.
- ii. Floater Cover Premium: Towards Floater cover is to be borne by you.

\*Note: The above Health Insurance Scheme is subject to revision. The policy changes any, in future, will prevail. For further details, please refer to the policy document.

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Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LB5 Marg Vikhroli West, Mumbai - 400079
Ph.: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PL0094781

3



graduation / post graduation your traineeship / services with TCSL will be discontinued without any notice or notice pay

It is mandatory to declare the gaps / arrears / back log, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer of traineeship /appointment at any time at its sole discretion in case of any discrepancy or false information is found in the details submitted by you.

Traineeship Period:

You will be required to undergo class room and on the job training in the first twelve months, during which you will be appraised for satisfactory performance during/after which the company would normally confirm you. This confirmation will be communicated to you in writing.

If your performance is found unsatisfactory during the training period, the company may provide you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, the company may terminate your traineeship forthwith. However, TCS may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory.

The terms and conditions of the training will be governed by company's training policy. TCS reserves the right to modify or amend the training policy.

**Working Hours:** 

You may be required to work in shifts and/or in extended working hours, as permitted by law.

You will be eligible for leave as per the Company's Leave Policy.

Transport:

TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. TCS employees living beyond these boundaries would be required to make their own arrangements and the routes are predetermined and not permitted to be varied under any circumstances. The company will make appropriate provisions for those working in night shift as permitted by law/ policy.

6. Mobility:

The Company reserves the right to transfer/utilise your services at its sole discretion at any of its offices, work sites, or associate or affiliate companies, firms in India or outside India which are currently in existence or which may likely to come into existence anywhere in India or abroad, on the terms and conditions as applicable to you at the time of transfer. In case you refuse to join duty at the transferred location within stipulated period, your services are liable to be terminated. This is without prejudice to the company's right to take disciplinary action under the Industrial Employment Standing Orders Act, 1946.

7. Increments and Promotions:

Your merit, performance and contribution to the company will be the primary considerations for annual salary increments and your potential to perform and availability of suitable positions will be considered for promotions. Salary increments and promotions will not be direct and will be based on the company's Compensation and Promotion Policy. Increments shall depend on several factors like company's performance, your individual performance, track record and contribution to the company, attendance, behavior and conduct during the period under review as per the company's policy as may be applicable from time to time.

Alternate Employment:

As a whole-time associate of TCSL, you are not permitted to undertake any other employment, business, assume any public office or private office, honorary or remunerative, without the prior written permission of TCSL . 155

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Corporate Identification No. (CIN): L22210MH1995PLC084781



be medically unfit for the job as may be certified by the company's doctor.

#### 15. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

- i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.
- ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

16. Background Check:

Your employment will be subject to a background check in line with the company's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.

The offer of employment is subject to the condition that the person concerned has not been guilty or convicted for any criminal offence in the past.

If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of service without notice.

17. Submission of Documents:

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.
- Standard X and XII Mark sheets equivalent

- Degree certificate and mark sheets for all semesters

- Postgraduate degree certificate and mark sheets for all semesters (if you are a Post-graduate)

- Birth Certificate / Proof of Age

- Experience certificate from your previous employer(s) indicating the following:

i. Period of employment

ii. Technology areas you worked on

iii. Certificates for any training provided by your previous employers in various technologies

- Release letter from your current employer indicating the date of release

- Passport

- 6 photographs - passport size

- A photocopy of your Permanent Account Number (PAN) Card

- An affidavit / notarised undertaking that there is no criminal offence registered/pending against you

Your original documents will be returned to you after verification

18. Letter of Appointment:

You will be issued a letter of appointment at the time of your joining and completing joining formalities as per the company's policy.

19. Personal Data Processing:

Your personal data collected and developed during recruitment process will be processed in accordance with the tact, family, education, TCS Data Privacy Policy. The personal data referred therein are details related to con-

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
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Registered Office: 91h Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate identification No. (CIN): L22210MH1995PLC084781



Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in the employment and this offer will be automatically withdrawn. Post acceptance of TCSL offer letter if you fail to join on the date provided in the TCSL joining letter, the offer will stand automatically terminated at the sole discretion of TCSL

We look forward to having you in our global team.

Yours Sincerely,

For Tata Consultancy Services Limited.

Dondie.

Girish V. Nandimath Global Head, Talent Acquisition & Academic Interface



<u>Click Here</u> or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits Gross Salary Sheet

Annexure 2: Confidentiality, Data and Intellectual Property Protection Terms







Annexure 2

#### Confidentiality, Data and Intellectual Property Protection Terms

#### Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS and its subsidiaries as applicable (Collectively termed as TCS) (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

- (a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,
- (b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS)
- (c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,
- (d) Customer and prospective customer lists, and
- (e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly any Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with TCS. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by

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Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West.
Ph.: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate office@tcs.com, W
Registered Office: 9th Floor, Nirmal Building, Narman Point, Mumbai 40
Corporate identification No. (CIN): L22210MH1955PLC084781



acquired or processed by Associate for and on behalf of TCS, its affiliates or Clients, Associate undertake that he/she will:

- (a) process the Personal Data and Information only on behalf of TCS, its Affiliates or Clients, as the case may be, and only on and in accordance with instructions received from the data controller from time to time;
- (b) abide by such technical and organizational measures necessary to prevent the accidental or unlawful destruction or accidental loss, alteration, un-authorized disclosure or access to the Personal Data and Information;
- (c) promptly (and in any event within 24 hours of awareness) bring to notice of TCS or its Affiliates, as the case may be, of any actual or suspected incident of unauthorized or accidental disclosure of, or access to, the Personal Data and Information or other breach of this section (a "Security Breach");
- (d) promptly provide TCS with all information in Associate's notice, possession or control concerning any Security Breach and not make any public announcement regarding a Security Breach without TCS's prior written consent;
- (e) not do, or omit to do, anything, which would cause TCS or any of its employees, officers or agents to be in breach of its obligations under any privacy or data protection policy, regulation or legislation;
- (f) upon expiry or termination of Associate's engagement with TCS, return all copies of the Personal Data and Information to TCS in Associate's possession or control; and
- (g) promptly bring to TCS notice of any request received from a data subject to have access to his/her Personal Data and Information or of any other communication relating to the access, use or processing of any Personal Data and Information (including any notice from the regulatory body) and fully co-operate and assist TCS in relation to any such request or communication.
- 6.3 Associate expressly consent that TCS and/or its affiliates may collect, use, transfer, retain or otherwise process Associate's Personal Data and Information in connection with his/her engagement with TCS, in accordance with the then / current TCS policies and procedures and applicable privacy and data protection legislation. TCS may use third party services or sub-contractors to collect or otherwise process Associate's Personal Data and Information for which TCS shall remain responsible for such third party services provider or sub-contractor's compliance with TCS's obligations hereunder.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client's premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

- a) Will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.
- b) Will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.
- c) Will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.
- d) Will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

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TATA CONSULTANCY SERVICES Ph

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Tata Consultancy Services Limited 116-1
Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vishroli West, Mumital 10073
Ph.: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate identification No. (CIN): L22210MH1995PL C084781



representatives of both parties.

(f)The obligations of Associate in terms of this Confidentiality, Data and IP Protection Terms shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

Please complete and return these documents to the TCSL HR executive, within 7 days of receiving this offer.

This is to confirm that I have received the Letter of Offer on _	
I hereby accept this Offer and intend to join service on	 •
Name:	
Address:	
Signature:	
Date:	







Offer: BUSINESS PROCESS SERVICES

Ref: TCSL/DT20234089524/Mumbai/BPS/BSPA

Date: 11/10/2023

Mr. Manthan Ravindra Rode 504 Flat No, Sairang Society Jawalkarnagar Near Kalpataru Estate Pimple Gurav-411061 Maharashtra Tel# 91-8329666196

Dear Mr. Manthan Ravindra Rode,

Sub: Letter of Offer and Terms of Traineeship

We thank you for exploring career opportunities with Tata Consultancy Services Limited(TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer of traineeship.

We are suitably impressed with your credentials and feel that your working with us will be mutually beneficial and rewarding. We are pleased to inform you that you have been selected for the position of SENIOR PROCESS ASSOCIATE in Grade BPO2 and your present posting will be at Mumbai. Your Gross Salary / Annual Compensation Package including all benefits will be Rs. 5,25,000/- per annum. Annexure 1 provides a break-up of the compensation package.

Kindly confirm your acceptance of this offer by proposing your date of joining and signing Annexure 2.

Your failure to accept the offer of the company within 7 days may lead to a presumption that you are not interested in working in the company and the offer will stand revoked automatically at the sole discretion of the company.

On joining and successful completion of joining formalities, you will be issued a Letter of Appointment by the company. Joining formalities include a submission of a PAN Card and non submission of the same will delay your joining duty. The offer of employment is also subject to the individual being eligible and legally permissible to work such as having a valid work permit or not being disgualified from being appointed by any law.

If the requirements of the joining formalities including submission of PAN Card are not complied with by you within 30 days of your date of joining, this offer of employment would stand revoked at the sole discretion of the company. Your offer is subject to a positive background check.

TCS decision of releasing the Offer of Employment and allowing you to join the organization before completion of your final semester examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the aforesaid condition specified in the Terms of Employment. The status of your course completion with requisite marks will be reviewed periodically. The Management reserves the right to revoke the Offer / Appointment if it is later established that you do not meet the requisite criteria as per TCS Selection Guidelines. Please refer to the "Terms of Traineeship". Your appointment is subject to completion of your course within stipulated time and scoring minimum aggregate marks as per TCS Selection Guidelines, as most specifically stated in the Offer of Employment.





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TATA CONSULTANCY SERVICES



# Night Shift Allowance

TCSL has agreed to provide it's clients 24 X 7 production support environment. Shift working is therefore an incident and condition of service. Failure, refusal or inability to work in the night shift without reasonable cause may lead to severance of employment.

Employee assigned to night shifts on client request in the BPS department, would be eligible for a Night Shift Allowance of Rs. 200/- per shift. In order to avail this allowance the associate must work between 11.30p.m. and 6.30 a.m. IST excluding break. All approved claims will be paid post tax deduction along with monthly salary.

# Performance Pay

Monthly Performance Pay

You will receive a monthly performance pay of Rs. 5,100/-. This payout is subject to review basis your own ongoing individual performance.

#### CITY ALLOWANCE

You will be eligible for a City Allowance of Rs. 750/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

## OTHER BENEFITS

#### Health Insurance Scheme:

TCSL brings the benefit of health insurance cover to you and your dependents under the company's Health Insurance Scheme (HIS). You are automatically covered under a default HIS Plan. You will be eligible for Domiciliary and Hospitalization covers as per the default plan applicable. These benefits are extended on payment of applicable premium as per the scheme.

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- a) Domiciliary Cover: This is a provision to cover the cost incurred towards any domiciliary treatment up to a specified limit for each insured person per annum.
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The total premium is split between Base Cover and Floater Cover Premium as per the default plan applicable.

- i. Base Cover Premium: Towards Domiciliary and Base cover for self, spouse and up to three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.
- ii. Floater Cover Premium: Towards Floater cover is to be borne by you.

\*Note: The above Health Insurance Scheme is subject to revision. The policy in fatu . For further details, please refer to the policy document.

AISSMS College of Pharmac

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#### TATA CONSULTANCY SERVICES



graduation / post graduation your traineeship / services with TCSL will be discontinued without any notice or notice pay

It is mandatory to declare the gaps / arrears / back log, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer of traineeship /appointment at any time at its sole discretion in case of any discrepancy or false information is found in the details submitted by you.

#### 2. Traineeship Period:

You will be required to undergo class room and on the job training in the first twelve months, during which you will be appraised for satisfactory performance during/after which the company would normally confirm you. This confirmation will be communicated to you in writing.

If your performance is found unsatisfactory during the training period, the company may provide you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, the company may terminate your traineeship forthwith. However, TCS may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory.

The terms and conditions of the training will be governed by company's training policy. TCS reserves the right to modify or amend the training policy.

#### 3. Working Hours:

You may be required to work in shifts and/or in extended working hours, as permitted by law.

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#### 5. Transport:

TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. TCS employees living beyond these boundaries would be required to make their own arrangements and the routes are predetermined and not permitted to be varied under any circumstances. The company will make appropriate provisions for those working in night shift as permitted by law/ policy.

#### Mobility :

The Company reserves the right to transfer/utilise your services at its sole discretion at any of its offices, work sites, or associate or affiliate companies, firms in India or outside India which are currently in existence or which may likely to come into existence anywhere in India or abroad, on the terms and conditions as applicable to you at the time of transfer. In case you refuse to join duty at the transferred location within stipulated period, your services are liable to be terminated. This is without prejudice to the company's right to take disciplinary action under the Industrial Employment Standing Orders Act, 1946.

#### 7. Increments and Promotions:

Your merit, performance and contribution to the company will be the primary considerations for annual salary increments and your potential to perform and availability of suitable positions will be considered for promotions. Salary increments and promotions will not be direct and will be based on the company's Compensation and Promotion Policy. Increments shall depend on several factors like company's performance, your individual performance, track record and contribution to the company, attendance, behavior and conduct during the period under review as per the company's policy as may be applicable from time to time.

# 8. Alternate Employment:

As a whole-time associate of TCSL, you are not permitted to undertake any other employment, business, assume any public office or private office, honorary or remunerative, without the prior written permission of TCSL.

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TATA CONSULTANCY SERVICES

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OF PHILES

Tata Consultancy Services Limited
Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbal - 400079
Ph.: +91 22 6778 3009 Fax 91 22 6778 3009 91 226778 3398 E-mail: corporate office@bloc.com, Website: http://www.ics.com
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

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be medically unfit for the job as may be certified by the company's doctor.

#### 15. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

- i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.
- ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

16. Background Check:

Your employment will be subject to a background check in line with the company's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.

The offer of employment is subject to the condition that the person concerned has not been guilty or convicted for any criminal offence in the past.

If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of service without notice.

#### 17. Submission of Documents:

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.
- Standard X and XII Mark sheets equivalent

- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a Post-graduate)
- Birth Certificate / Proof of Age
- Experience certificate from your previous employer(s) indicating the following:
  - i. Period of employment
  - ii. Technology areas you worked on
  - iii. Certificates for any training provided by your previous employers in various technologies
- Release letter from your current employer indicating the date of release
- Passport
- 6 photographs passport size
- A photocopy of your Permanent Account Number (PAN) Card
- An affidavit / notarised undertaking that there is no criminal offence registered/pending against you

Your original documents will be returned to you after verification

18. Letter of Appointment:

You will be issued a letter of appointment at the time of your joining and completing joining formalities as per the company's policy.

19. Personal Data Processing:

Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, AISSMS College of Phar

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Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbal 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781



Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in the employment and this offer will be automatically withdrawn. Post acceptance of TCSL offer letter if you fail to join on the date provided in the TCSL joining letter, the offer will stand automatically terminated at the sole discretion of TCSL

We look forward to having you in our global team.

Yours Sincerely,

For Tata Consultancy Services Limited.

Londing.

Girish V. Nandimath Global Head, Talent Acquisition & Academic Interface



<u>Click Here</u> or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits Gross Salary Sheet
Annexure 2: Confidentiality, Data and Intellectual

Annexure 2: Confidentiality, Data and Intellectual Property Protection Terms







Annexure 2

# Confidentiality, Data and Intellectual Property Protection Terms

#### **Confidential Information**

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS and its subsidiaries as applicable (Collectively termed as TCS) (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

- (a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,
- (b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS)
- (c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed.
- (d) Customer and prospective customer lists, and
- (e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly any Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with TCS. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by

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acquired or processed by Associate for and on behalf of TCS, its affiliates or Clients, Associate undertake that he/she will:

- (a) process the Personal Data and Information only on behalf of TCS, its Affiliates or Clients, as the case may be, and only on and in accordance with instructions received from the data controller from time to time;
- (b) abide by such technical and organizational measures necessary to prevent the accidental or unlawful destruction or accidental loss, alteration, un-authorized disclosure or access to the Personal Data and Information;
- (c) promptly (and in any event within 24 hours of awareness) bring to notice of TCS or its Affiliates, as the case may be, of any actual or suspected incident of unauthorized or accidental disclosure of, or access to, the Personal Data and Information or other breach of this section (a "Security Breach");
- (d) promptly provide TCS with all information in Associate's notice, possession or control concerning any Security Breach and not make any public announcement regarding a Security Breach without TCS's prior written consent;
- (e) not do, or omit to do, anything, which would cause TCS or any of its employees, officers or agents to be in breach of its obligations under any privacy or data protection policy, regulation or legislation;
- (f) upon expiry or termination of Associate's engagement with TCS, return all copies of the Personal Data and Information to TCS in Associate's possession or control; and
- (g) promptly bring to TCS notice of any request received from a data subject to have access to his/her Personal Data and Information or of any other communication relating to the access, use or processing of any Personal Data and Information (including any notice from the regulatory body) and fully co-operate and assist TCS in relation to any such request or communication.
- 6.3 Associate expressly consent that TCS and/or its affiliates may collect, use, transfer, retain or otherwise process Associate's Personal Data and Information in connection with his/her engagement with TCS, in accordance with the then / current TCS policies and procedures and applicable privacy and data protection legislation. TCS may use third party services or sub-contractors to collect or otherwise process Associate's Personal Data and Information for which TCS shall remain responsible for such third party services provider or sub-contractor's compliance with TCS's obligations hereunder.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client's premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

- a) Will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.
- b) Will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.
- c) Will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

d) Will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

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representatives of both parties.

(f)The obligations of Associate in terms of this Confidentiality, Data and IP Protection Terms shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

Please complete and return these documents to the TCSL HR executive, within 7 days of receiving this offer.

This is to confirm that I have received the Let	tter of Offer on	
I hereby accept this Offer and intend to join s	ervice on	
Name:		
Address:		
Signature:		
Date:		







Offer: BUSINESS PROCESS SERVICES

Ref: TCSL/DT20234047958/Mumbai/BPS/BSPA

Date: 12/10/2023

Mr. Aniket Ganesh Vasatkar Hno-12

Shirla Patur-444501 Maharashtra Tel# -9921464488

Dear Mr. Aniket Ganesh Vasatkar,

Sub: Letter of Offer and Terms of Traineeship

We thank you for exploring career opportunities with Tata Consultancy Services Limited(TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer of traineeship.

We are suitably impressed with your credentials and feel that your working with us will be mutually beneficial and rewarding. We are pleased to inform you that you have been selected for the position of SENIOR PROCESS ASSOCIATE in Grade BPO2 and your present posting will be at Mumbai. Your Gross Salary / Annual Compensation Package including all benefits will be Rs. 3,25,016/- per annum. Annexure 1 provides a break-up of the compensation package.

Kindly confirm your acceptance of this offer by proposing your date of joining and signing Annexure 2.

Your failure to accept the offer of the company within 7 days may lead to a presumption that you are not interested in working in the company and the offer will stand revoked automatically at the sole discretion of the company.

On joining and successful completion of joining formalities, you will be issued a Letter of Appointment by the company. Joining formalities include a submission of a PAN Card and non submission of the same will delay your joining duty. The offer of employment is also subject to the individual being eligible and legally permissible to work such as having a valid work permit or not being disqualified from being appointed by any law.

If the requirements of the joining formalities including submission of PAN Card are not complied with by you within 30 days of your date of joining, this offer of employment would stand revoked at the sole discretion of the company. Your offer is subject to a positive background check.

TCS decision of releasing the Offer of Employment and allowing you to join the organization before completion of your final semester examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the aforesaid condition specified in the Terms of Employment. The status of your course completion with requisite marks will be reviewed periodically. The Management reserves the right to revoke the Offer / Appointment if it is later established that you do not meet the requisite criteria as per TCS Selection Guidelines. Please refer to the "Terms of Traineeship". Your appointment is subject to completion of your course within stipulated time and scoring minimum aggregate marks as per TCS Selection Guidelines, as most specifically stated in the Offer of Employment.

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Corporate identification No. (CIN): L22210MH1995PLC084781



#### **Night Shift Allowance**

TCSL has agreed to provide it's clients 24 X 7 production support environment. Shift working is therefore an incident and condition of service. Failure, refusal or inability to work in the night shift without reasonable cause may lead to severance of employment.

Employee assigned to night shifts on client request in the BPS department, would be eligible for a Night Shift Allowance of Rs. 200/- per shift. In order to avail this allowance the associate must work between 11.30p.m. and 6.30 a.m. IST excluding break. All approved claims will be paid post tax deduction along with monthly salary.

# **Performance Pay**

Monthly Performance Pay

You will receive a monthly performance pay of Rs. 3,100/- . This payout is subject to review basis your own ongoing individual performance.

#### CITY ALLOWANCE

You will be eligible for a City Allowance of Rs. 750/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

#### **OTHER BENEFITS**

**Health Insurance Scheme:** 

TCSL brings the benefit of health insurance cover to you and your dependents under the company's Health Insurance Scheme (HIS). You are automatically covered under a default HIS Plan. You will be eligible for Domiciliary and Hospitalization covers as per the default plan applicable. These benefits are extended on payment of applicable premium as per the scheme.

You have the flexibility to choose a plan which is higher than the existing default plan, by paying the applicable additional premium plus Service Tax.

- a) Domiciliary Cover: This is a provision to cover the cost incurred towards any domiciliary treatment up to a specified limit for each insured person per annum.
- b) Base Cover: This is a provision to cover the cost incurred on hospitalization treatments up to a specified limit for each insured person per annum.
- c) Floater Cover: This benefit covers the hospitalization expenses incurred over and above the basic hospitalization cover limit. This is a family floater cover for you and your enrolled dependents.

The total premium is split between Base Cover and Floater Cover Premium as per the default plan applicable.

- i. Base Cover Premium: Towards Domiciliary and Base cover for self, spouse and up to three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.
- ii, Floater Cover Premium: Towards Floater cover is to be borne by you.

\*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail

. For further details, please refer to the policy document.

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Corporate Identification No. (CIN): L22210MH1935PLC884781

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graduation / post graduation your traineeship / services with TCSL will be discontinued without any notice or notice pay

It is mandatory to declare the gaps / arrears / back log, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer of traineeship /appointment at any time at its sole discretion in case of any discrepancy or false information is found in the details submitted by you.

Traineeship Period:

You will be required to undergo class room and on the job training in the first twelve months, during which you will be appraised for satisfactory performance during/after which the company would normally confirm you. This confirmation will be communicated to you in writing.

If your performance is found unsatisfactory during the training period, the company may provide you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, the company may terminate your traineeship forthwith. However, TCS may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory.

The terms and conditions of the training will be governed by company's training policy. TCS reserves the right to modify or amend the training policy.

**Working Hours:** 

You may be required to work in shifts and/or in extended working hours, as permitted by law.

You will be eligible for leave as per the Company's Leave Policy.

Transport:

TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. TCS employees living beyond these boundaries would be required to make their own arrangements and the routes are predetermined and not permitted to be varied under any circumstances. The company will make appropriate provisions for those working in night shift as permitted by law/ policy.

The Company reserves the right to transfer/utilise your services at its sole discretion at any of its offices, work sites, or associate or affiliate companies, firms in India or outside India which are currently in existence or which may likely to come into existence anywhere in India or abroad, on the terms and conditions as applicable to you at the time of transfer. In case you refuse to join duty at the transferred location within stipulated period, your services are liable to be terminated. This is without prejudice to the company's right to take disciplinary action under the Industrial Employment Standing Orders Act, 1946.

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As a whole-time associate of TCSL, you are not permitted to undertake any other employment, business, assume any public office or private office, honorary or remunerative, without the prior written permission of... ISSA TCSL .

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be medically unfit for the job as may be certified by the company's doctor.

#### 15. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

- i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.
- ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

16. Background Check:

Your employment will be subject to a background check in line with the company's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.

The offer of employment is subject to the condition that the person concerned has not been guilty or convicted for any criminal offence in the past.

If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of service without notice.

17. Submission of Documents:

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.
- Standard X and XII Mark sheets equivalent

- Degree certificate and mark sheets for all semesters

- Postgraduate degree certificate and mark sheets for all semesters (if you are a Post-graduate)

- Birth Certificate / Proof of Age

- Experience certificate from your previous employer(s) indicating the following:

i. Period of employment

ii. Technology areas you worked on

iii. Certificates for any training provided by your previous employers in various technologies

- Release letter from your current employer indicating the date of release

- Passport

- 6 photographs - passport size

- A photocopy of your Permanent Account Number (PAN) Card

- An affidavit / notarised undertaking that there is no criminal offence registered/pending against you

Your original documents will be returned to you after verification

18. Letter of Appointment:

You will be issued a letter of appointment at the time of your joining and completing joining formalities as per the company's policy.

19. Personal Data Processing:

Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education,

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Corporate Identification No. (CIN): L22210MH195PLC084781



Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in the employment and this offer will be automatically withdrawn. Post acceptance of TCSL offer letter if you fail to join on the date provided in the TCSL joining letter, the offer will stand automatically terminated at the sole discretion of TCSL

We look forward to having you in our global team.

Yours Sincerely,

For Tata Consultancy Services Limited.

Dondie.

Girish V. Nandimath Global Head, Talent Acquisition & Academic Interface



<u>Click Here</u> or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits Gross Salary Sheet

Annexure 2: Confidentiality, Data and Intellectual Property Protection Terms

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#### Annexure 2

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# Confidentiality, Data and Intellectual Property Protection Terms

#### **Confidential Information**

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS and its subsidiaries as applicable (Collectively termed as TCS) (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

- (a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,
- (b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS)
- (c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,
- (d) Customer and prospective customer lists, and
- (e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly any Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with TCS. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by

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acquired or processed by Associate for and on behalf of TCS, its affiliates or Clients, Associate undertake that he/she will:

- (a) process the Personal Data and Information only on behalf of TCS, its Affiliates or Clients, as the case may be, and only on and in accordance with instructions received from the data controller from time to time;
- (b) abide by such technical and organizational measures necessary to prevent the accidental or unlawful destruction or accidental loss, alteration, un-authorized disclosure or access to the Personal Data and Information;
- (c) promptly (and in any event within 24 hours of awareness) bring to notice of TCS or its Affiliates, as the case may be, of any actual or suspected incident of unauthorized or accidental disclosure of, or access to, the Personal Data and Information or other breach of this section (a "Security Breach");
- (d) promptly provide TCS with all information in Associate's notice, possession or control concerning any Security Breach and not make any public announcement regarding a Security Breach without TCS's prior written consent;
- (e) not do, or omit to do, anything, which would cause TCS or any of its employees, officers or agents to be in breach of its obligations under any privacy or data protection policy, regulation or legislation;
- (f) upon expiry or termination of Associate's engagement with TCS, return all copies of the Personal Data and Information to TCS in Associate's possession or control; and
- (g) promptly bring to TCS notice of any request received from a data subject to have access to his/her Personal Data and Information or of any other communication relating to the access, use or processing of any Personal Data and Information (including any notice from the regulatory body) and fully co-operate and assist TCS in relation to any such request or communication.
- 6.3 Associate expressly consent that TCS and/or its affiliates may collect, use, transfer, retain or otherwise process Associate's Personal Data and Information in connection with his/her engagement with TCS, in accordance with the then / current TCS policies and procedures and applicable privacy and data protection legislation. TCS may use third party services or sub-contractors to collect or otherwise process Associate's Personal Data and Information for which TCS shall remain responsible for such third party services provider or sub-contractor's compliance with TCS's obligations hereunder.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client's premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

- a) Will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.
- b) Will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.
- c) Will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

d) Will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
Wellspring Godrej & Boyce Complex Plant No. 12, Gate No. 4, LBS Marg Vikhroli West, Mumbal - 400079
Ph.: +91 22 6778 3000 Fax 91 22 6778 3300 91 220778 3399 E-mail: corporate office@ics.com, Website: http://www.ics.com
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbal 400 021
Corporate identification No. (Cin): L22210MH1995PLC084781

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representatives of both parties.

(f)The obligations of Associate in terms of this Confidentiality, Data and IP Protection Terms shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

Please complete and return these documents to the TCSL HR executive, within 7 days of receiving this offer.

This is to confirm that I have received the Letter of Offer of	n	the group of	
I hereby accept this Offer and intend to join service on			
Name:			
Address:			
Signature:			
Date:			

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 480079
Ph.: +91 22 6778 3000 Fax 91 22 6778 3009 91 22078 3399 E-mail: corporate.office.om, Website: http://www.tcs.com
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781



Offer: BUSINESS PROCESS SERVICES Ref: TCSL/DT20234088533/Pune/BPS/BSPA

Date: 10/10/2023

Ms. Reshma Dattatraya Shelar Santoshnagar,Lane No.1,Katraj Pune Lane1 Katraj Bus Stop Pune-411046 Maharashtra Tel# -8308084347

Dear Ms. Reshma Dattatraya Shelar,

Sub: Letter of Offer and Terms of Traineeship

We thank you for exploring career opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer of traineeship.

We are suitably impressed with your credentials and feel that your working with us will be mutually beneficial and rewarding. We are pleased to inform you that you have been selected for the position of SENIOR PROCESS ASSOCIATE in Grade BPO2 and your present posting will be at Pune. Your Gross Salary / Annual Compensation Package including all benefits will be Rs. 2,61,628/- per annum. Annexure 1 provides a break-up of the compensation package.

Kindly confirm your acceptance of this offer by proposing your date of joining and signing Annexure 2.

Your failure to accept the offer of the company within 7 days may lead to a presumption that you are not interested in working in the company and the offer will stand revoked automatically at the sole discretion of the company.

On joining and successful completion of joining formalities, you will be issued a Letter of Appointment by the company. Joining formalities include a submission of a PAN Card and non submission of the same will delay your joining duty. The offer of employment is also subject to the individual being eligible and legally permissible to work such as having a valid work permit or not being disqualified from being appointed by any law.

If the requirements of the joining formalities including submission of PAN Card are not complied with by you within 30 days of your date of joining, this offer of employment would stand revoked at the sole discretion of the company. Your offer is subject to a positive background check.

TCS decision of releasing the Offer of Employment and allowing you to join the organization before completion of your final semester examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the aforesaid condition specified in the Terms of Employment. The status of your course completion with requisite marks will be reviewed periodically. The Management reserves the right to revoke the Offer / Appointment if it is later established that you do not meet the requisite criteria as per TCS Selection Guidelines. Please refer to the "Terms of Traineeship". Your appointment is subject to completion of your course within stipulated time and scoring minimum aggregate marks as per TCS Selection Guidelines, as most specifically stated in the Offer of Employment.



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# Night Shift Allowance

TCSL has agreed to provide it's clients 24 X 7 production support environment. Shift working is therefore an incident and condition of service. Failure, refusal or inability to work in the night shift without reasonable cause may lead to severance of employment.

Employee assigned to night shifts on client request in the BPS department, would be eligible for a Night Shift Allowance of Rs. 200/- per shift. In order to avail this allowance the associate must work between 11.30p.m. and 6.30 a.m. IST excluding break. All approved claims will be paid post tax deduction along with monthly salary.

# Performance Pay

Monthly Performance Pay

You will receive a monthly performance pay of Rs. 2.400/- . This payout is subject to review basis your own ongoing individual performance.

#### CITY ALLOWANCE

You will be eligible for a City Allowance of Rs. 380/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

# **OTHER BENEFITS**

#### Health Insurance Scheme:

TCSL brings the benefit of health insurance cover to you and your dependents under the Company's Health Insurance Scheme (HIS).

Entitlement - Under this scheme, you and your enrolled dependents will be entitled for Rs. 5, 00,000/- as a family cover under the default HIS plan towards hospitalization expenses.

Premium rates and contribution will be applicable as per the TCS Health Insurance Policy and the amendment made therein from time to time. You have the flexibility to choose a plan which is higher than the default HIS plan during the permitted window, by paying the applicable additional premium plus taxes.

\*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail.

#### 2. Maternity Benefit:

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer to TCS India Policy- Maternity Leave.

Compensation Benefits under ESI Act / Employees' Compensation Act\*:

If you are covered under Employees State Insurance Act (ESI Act), you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of disablement arising out of and in the course of employment as per applicable Company policy. In the event of death arising out of and in the course of employment, your beneficiary will be eligible for compensation as per the Company's policy. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

\* Inclusion or exclusion of an employee under 'Employee State Insurance Corpo is as defined as per the ESIC Act. AISS

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited Sahyadri Park, Piot No. 2 3, RGIP Phase III, Hinjawadi - Maan, Pune - 411 057

Tel: 91 20 6794 0000 Fax: 91 20 6794 0122 E-mail: tcs.pune@tcs.com, Website: http://www.tcs.com Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021 Corporate Identification No. (CIN): L22210MH1995PLC084781



The terms and conditions of the training will be governed by company's training policy. TCS reserves the right to modify or amend the training policy.

# 3. Working Hours:

You may be required to work in shifts and/or in extended working hours, as permitted by law.

#### 4. Leave:

You will be eligible for leave as per the Company's Leave Policy.

#### 5. Transport

TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. TCS employees living beyond these boundaries would be required to make their own arrangements and the routes are predetermined and not permitted to be varied under any circumstances. The company will make appropriate provisions for those working in night shift as permitted by law/ policy.

#### 6. Mobility

The Company reserves the right to transfer/utilise your services at its sole discretion at any of its offices, work sites, or associate or affiliate companies, firms in India or outside India which are currently in existence or which may likely to come into existence anywhere in India or abroad, on the terms and conditions as applicable to you at the time of transfer. In case you refuse to join duty at the transferred location within stipulated period, your services are liable to be terminated. This is without prejudice to the company's right to take disciplinary action under the Industrial Employment Standing Orders Act, 1946.

# 7. Increments and Promotions:

Your merit, performance and contribution to the company will be the primary considerations for annual salary increments and your potential to perform and availability of suitable positions will be considered for promotions. Salary increments and promotions will not be direct and will be based on the company's Compensation and Promotion Policy. Increments shall depend on several factors like company's performance, your individual performance, track record and contribution to the company, attendance, behavior and conduct during the period under review as per the company's policy as may be applicable from time to time.

#### 8. Alternate Employment:

As a whole-time associate of TCSL, you are not permitted to undertake any other employment, business, assume any public office or private office, honorary or remunerative, without the prior written permission of TCSL.

#### 9. Confidentiality, Data and Intellectual Property Protection Agreement:

As part of the joining formalities, you are required to sign a Confidentiality Data and IP Protection Terms agreement, which aims to protect the intellectual property rights and business information of TCSL and its clients. The detailed Confidentiality, Data and IP Protection related terms and conditions are set out in Annexure 2

#### 10. Work in SBWS mode:

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

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#### 16. Background Check:

Your employment will be subject to a background check in line with the company's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.

The offer of employment is subject to the condition that the person concerned has not been guilty or convicted for any criminal offence in the past.

If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of service without notice.

#### 17. Submission of Documents:

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Standard X and XII Mark sheets equivalent

- Degree certificate and mark sheets for all semesters

- Postgraduate degree certificate and mark sheets for all semesters (if you are a Post-graduate)

- Birth Certificate / Proof of Age

- Experience certificate from your previous employer(s) indicating the following:

i. Period of employment

ii. Technology areas you worked on

iii. Certificates for any training provided by your previous employers in various technologies

- Release letter from your current employer indicating the date of release

- Passport

- 6 photographs - passport size

- A photocopy of your Permanent Account Number (PAN) Card

- An affidavit / notarised undertaking that there is no criminal offence registered/pending against you

Your original documents will be returned to you after verification

#### 18. Letter of Appointment:

You will be issued a letter of appointment at the time of your joining and completing joining formalities as per the company's policy.

# 19. Personal Data Processing:

Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation sarvices.

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#### Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in the employment and this offer will be automatically withdrawn. Post acceptance of TCSL offer letter if you fail to join on the date provided in the TCSL joining letter, the offer will stand automatically terminated at the sole discretion of TCSL

We look forward to having you in our global team.

Yours Sincerely,

For Tata Consultancy Services Limited.

Londit.

Girish V. Nandimath Global Head, Talent Acquisition & Academic Interface



<u>Click Here</u> or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits Gross Salary Sheet

Annexure 2: Confidentiality, Data and Intellectual Property Protection Terms





#### Annexure 2

# Confidentiality, Data and Intellectual Property Protection Terms

#### 1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS and its subsidiaries as applicable (Collectively termed as TCS) (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

- (a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software.
- (b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS)
- (c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,
- (d) Customer and prospective customer lists, and
- (e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly any Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with TCS. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by

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acquired or processed by Associate for and on behalf of TCS, its affiliates or Clients, Associate undertake that he/she will:

- (a) process the Personal Data and Information only on behalf of TCS, its Affiliates or Clients, as the case may be, and only on and in accordance with instructions received from the data controller from time to time;
- (b) abide by such technical and organizational measures necessary to prevent the accidental or unlawful destruction or accidental loss, alteration, un-authorized disclosure or access to the Personal Data and Information;
- (c) promptly (and in any event within 24 hours of awareness) bring to notice of TCS or its Affiliates, as the case may be, of any actual or suspected incident of unauthorized or accidental disclosure of, or access to, the Personal Data and Information or other breach of this section (a "Security Breach");
- (d) promptly provide TCS with all information in Associate's notice, possession or control concerning any Security Breach and not make any public announcement regarding a Security Breach without TCS's prior written consent;
- (e) not do, or omit to do, anything, which would cause TCS or any of its employees, officers or agents to be in breach of its obligations under any privacy or data protection policy, regulation or legislation;
- (f) upon expiry or termination of Associate's engagement with TCS, return all copies of the Personal Data and Information to TCS in Associate's possession or control; and
- (g) promptly bring to TCS notice of any request received from a data subject to have access to his/her Personal Data and Information or of any other communication relating to the access, use or processing of any Personal Data and Information (including any notice from the regulatory body) and fully co-operate and assist TCS in relation to any such request or communication.
- 6.3 Associate expressly consent that TCS and/or its affiliates may collect, use, transfer, retain or otherwise process Associate's Personal Data and Information in connection with his/her engagement with TCS, in accordance with the then / current TCS policies and procedures and applicable privacy and data protection legislation. TCS may use third party services or sub-contractors to collect or otherwise process Associate's Personal Data and Information for which TCS shall remain responsible for such third party services provider or sub-contractor's compliance with TCS's obligations hereunder.

## 7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client's premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

- a) Will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.
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- c) Will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

d) Will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

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representatives of both parties.

(f)The obligations of Associate in terms of this Confidentiality, Data and IP Protection Terms shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

Please complete and return these documents to the TCSL HR executive, within 7 days of receiving this offer.

AlssMs College of Pharmacy

This is to confirm that I have received the Letter of Offer on \_\_\_\_\_\_.

I hereby accept this Offer and intend to join service on \_\_\_\_\_\_.

Name:
Address:
Signature:
Date:





Dated: 21st April, 2023

# Dear Abhijeet Bidkar.

Congratulations and thank you for your interest in IOTA DIAGNOSTIC.

We are delighted to confirm your selection on the below terms and conditions of employment with us:

Position: REGULATORY AFFAIR EXECUTIVE

Level: Trainee Location: Ahmedabad

Address: Campus, ENTREPRENEURSHIP DEVELOPMENT INSTITUTE OF

INDIA, CrAdLE, Gujarat 382428

# While your learning and responsibility will be:

- 1. Coordinate with the team and assist them with regulatory documentation and technical data preparation.
- 2. Communicate with regulatory personnel and bodies and deliver reports, when required.
- 3. Lead and manage activities concerned with the submission and approval of products to government regulatory agencies including CDSCO, US and EU regulatory agencies etc.

# While working with us, you will:

- 1. Get insight into the fundamentals of technology-based innovation and development in healthcare startups.
- 2. Be duly recognized in terms of intellectual property and documented knowledge (report) and will be acknowledged in the company's growth.

You will be entitled to a total cash compensation of INR 15,000 monthly as we proposed and will be increased based on your engagement, performance, and milestones achieved after the training period of six months. The appointment is effective from the date of your joining and we request you to join on or before 01/05/2023.

Please confirm that the terms of this offer are acceptable within three days from the date of offer or this offer shall be deemed to have been withdrawn and consequently you will not have any further claim for employment with us. It is understood that we will mutually keep this offer as CONFIDENTIAL, till the time you are on board with us.

We are excited about many ways you will have opportunities to contribute to the success of IOTA DIAGNOSTIC and look forward to having a mutually beneficial association.

Thanks and Regards,

VAIBHAV SHITOLE.

Founder and CEO,

AISSMS College of Pharmacy

Pune-1



# TRUE GOPY Principal USSMS College of Pharmac



lot No. 23-28,30,12,21, Premier Industrial Estate, Kachigam

Daman - 396 210, Tel: 0260 - 2406800

Tel Fax: 0260 2241565



Emp Name : AKASH BHUSARI

Department:Q.A

Emp. Code :H031637

Date of Join:20/07/2023

Blood Group:O+



H.R.D.



MAC/OFF/PM/04220/23 11/07/2023 Mr AKASH RAMDAS BHUSARI



Mr AKASH BHUSARI

This has reference to your application and subsequent personal interview you had with us. We are pleased to offer you the post of TRAINEE in our Q.A department in our organization at our UNIT II PHASE II on terms and conditions mutually agreed between us.

The resignation acceptance letter from your previous organization should be produced within 15 days of acceptance of offer letter or else the offer letter will be considered void and nullified. You are requested to join the duties latest by 13/07/2023

We will issue you regular appointment letter with details on the actual date of your joining. You are requested to return the duplicate copy of this offer as a token of your acceptance and confirm the exact date of your joining our organization.

You are requested to bring with you the following documents at the time of joining your duties:

- i) Four passport size photographs.
- ii) Copies of educational/professional qualifications and experience certificates.
- iii) Relieving letter from your present & two previous employers incase applicable.
- iv) Certificates in support of date of birth.
- v) PAN Card & AADHAR Card Copy.
- vi) Copy of permanent address proof.
- vii) Medical Certificate of fitness duly signed by a qualified Doctor (Not less than a MBBS).

We look forward for your long & happy association with Macleods Pharmaceuticals Limited. With best regards.

For Macleods Pharmaceuticals Limited

Faidutta Dands

SAIDUTTA NANDA PRESIDENT HR

Acceptance:

I have read the above terms and conditions and I do hereby agree to the same and accept the offer.

I will join on

Digitally signed by SAIDUTTA ARUSINGHA NATH NANDA Date: 2023.07.17 13:32:23 +85:30

Mr AKASH RAMDAS BHUSARI

Althusarl

\* Scan the QR code to verify the authenticity of the offer letter.

Signature valid

AISSMS Colle e of Pharmacy

ON :



MAC/TRAINEE/DIR/2023 20/07/2023

To, Mr AKASH BHUSARI TRAINEE O.A UNIT II PHASE II H031637

Dear Mr AKASH BHUSARI

Further to our offer letter dated 11/07/2023, we are pleased to appoint you to the position of Department - UNIT II PHASE II The terms and conditions of this offer of TRAINEE In our O.A Trainee appointment are as under:

- 1. Your training period will be for 9 months from the date of your joining i.e. 20/07/2023 .
- 2. You will be paid a salary of Rs.24734/- ( TWENTY-FOUR THOUSAND SEVEN HUNDRED THIRTY-FOUR ONLY) per month during the period you are retained for training.
- 3.On completion of your successful training period, your performance will be assessed and if found suitable, your trainee appointment letter will be regularized and you will be taken on probation basis for a period of six/ three months.
- 4. In case your work is found unsatisfactory during the period of training, this period may be extended at the discretion of the company to enable you to achieve the expected standard of performance or at the end of training period, subject to availability of vacant post, you will be either regularized in the service of the company or if your performance is not upto the expected standard, your trainee services will be terminated.
- 5. During the period of training, your services can be terminated without any notice or notice pay in lieu of notice without assigning any reason. In such cases management's decision will be final
- 6. Your trainee services are liable to be transferred either part time or whole time to any other department or sister concern of the company without payment of extra salary.
- 7. You shall observe whole rules of discipline and decorum prevalent in the company.
- 8. You will not be entitled to any type of paid leave during training period.

9. That all disputes and differences are to be inquired and to be dealt with and are to be settled at Mumbai. And that the courts, tribunals and/or authorities at Mumbai only shall have jurisdiction to entertain, try and decide such disputes or differences arising out of or pertaining to this appointment.

Taidutta Hands

Signature valid

Digitally signed by SAIDUTA ARUSINGHA NATH NANDA Date: 2023.07.21 11:04:01 136:30

TRUE COPY

**MACLEODS PHARMACEUTICALS** LIMITED

Regd. Office:

Atlanta Arcade, ChurchRoad,

Near Leela Hotel, Andheri-Kurla Road,

Andheri(East), Mumbai-400 059, India.

Phone:

91 - 22 - 6676 2800

Fax : 91 - 22 - 2925 6599 Email:

customercare@macleodspharma.com Website www.macleodspharma.com CIN :

U24239MH1989PLC052049

AISS Works P. No. 23-28, 30, 12, 21

Kachigam, Daman-396210. (U.T.) Phone: 0260 - 2240125, 224433 If you accept, the terms and conditions above mentioned, please sign the declaration in the duplicate and return to us. You shall retain the original.

We welcome you as a member of our organization and look forward to a fruitful collaboration.

With best wishes,

For Macleods Pharmaceuticals Ltd.

Taiduth Mande

Signature valid
Digitally signed by SAIDUTA A TRUSINGHA NATH NANDA
Date: 2023.07.21 11:04:02 + 36:30

SAIDUTTA NANDA PRESIDENT HR

# **ENDORSEMENT OF ACCEPTANCE:**

I AKASH BHUSARI read and understood the terms and conditions of appointment letter. I agree to accept employment on the terms and conditions mentioned above.

The original of this letter is in my possession.

Place :	Name :	
		54
Date :	Sign :	



Principal
AISSMS College of Pharmacy
Pune-1

# MACLEODS PHARMACEUTICALS LIMITED

# COST TO COMPANY STATEMENT

EMPLOYEE NAME (EMP CODE):	AKASH RAMDAS BHUSARI (H031637)
DESIGNATION (GRADE):	TRAINEE (T001)
DEPARTMENT (LOCATION):	Q.A (UNIT II PHASE II)
DOJ:	20/07/2023

	MONTHLY AMOUNT	ANNUAL AMOUNT
SALARY BREAK-UP (MONTHLY)		
BASIC	11,500	138,000
HRA	2,300	27,600
EDU. ALLOW	575	6,900
OTH. ALLOW	7,159	85,908
TOTAL		258,408
BENEFITS		
BONUS		16,800
EMPLR PF	1,800	21,600
TOTAL		38,400
COST TO COMPANY (P.A)		. 296,808

#### Few points to note:

All the above payments are subject to Income Tax, as applicable. EMPLRPF - Company Contribution to Provident Fund as per EPF & MP Act, 1952.

BONUS will be given for the financial year on pro-rata basis 20% of the Basic salary shall be paid as "Bonus" out of which Rs.16,800/- would be paid annually and balance amount if any; on monthly basis as "Interim Bonus", as per "The Payment of Bonus Act, 1965".

Principal
AISSMS College of Pharmacy
Pune-1

PUNE-1 CO PHARE

APPROVED BY

ACCEPTED BY : DATE :

PLACE :

Signature valid

Digitally signed by SAIDUTA A RUSINGHA NATH NANDA Date: 2023.07.21 11:04:01 10:30

Faiduth Nancks

### CONSULTANCY AGREEMENT

This Agreement, made on the date of the last signature below, is between:

- 1. Divya Wagh, At Post Dahiwad(424106) Tal-Chalisagaon, Dist-Jalgaon, Maharastra and
- 2. **Crescent Pharma Limited,** whose place of business is at Key House, Sarum Hill Basingstoke, Hampshire, RG21 8SR, UK (hereinafter "Client")

Whereas, the Client is engaged in the business of manufacture of medicinal products, and desires that the Consultant provides, and the Consultant is willing to provide, consultancy services on the terms set out in this Agreement.

Now, Therefore, the Parties agree as follows:

#### 1. THE SERVICES

- 1.1. The Consultant shall provide expert services related to Regulatory Affairs documentation, procedures, and related deficiency responses.
- 1.2. The Consultant shall perform the Services in good faith, with reasonable care and skill and according to the requirements of the organisation and regulatory guidance.
- 1.3. To be responsible for managing regulatory submissions as regards collection of data, review of site variations
- 1.4. To be up to date with regulatory guidelines/ changes in regulatory guidance & EC regulations and providing assistance to in evaluating proposed changes and deciding strategies.
- 1.5. To manage post approval changes and artwork variations
- 1.6. To assist in accurate interpretation of RFIs and outlining of plan of action to respond to deficiency in a timely manner.

### 2. FEE AND PAYMENT

- 2.1. In consideration of the provision of the Services, the Client shall pay to the Consultant a fee of INR 3,25,000/- per Annum to be paid monthly as INR 27,083.33/- and all approved business expenses for the month.
- 2.2. Typical working week would constitute Monday to Friday from 9:00 am until 5.30 pm IST time but there can be exceptions to this.
- 2.3. All national holidays in India will be given as paid leave.
- 2.4. The Consultant shall maintain adequate records in respect of the time spent engaged in the performance of the Services and shall produce such records at the request of the Client.
- 2.5. In the event of any dispute regarding the Services or payment, the Client must inform the Consultant within 7 (seven) days of the invoice or (if later) within 7 (seven) days of any alleged defect in the Services becoming apparent. If the Client fails to comply with this provision the Services shall be conclusively presumed to have been provided in accordance with this Agreement and the invoice to which they relate shall be payable according to sections 2.4 and 2.5.

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### 3. CONFIDENTIALITY

- 3.1. During the period of operation of this Agreement and for a period of 5 (five) years thereafter the Consultant undertakes to maintain confidentiality in relation to all information, data and materials disclosed by the Client to the Consultant or generated by the Consultant on the Client's behalf in relation to the performance of the Services, this Agreement and the Client's business (the "Confidential Information"). The Confidential Information shall not, without the Client's prior written consent, be used by the Consultant (or permitted by him to be used by any person) for any purpose other than the proper performance of the Services. The Consultant shall not without the Client's prior written consent disclose the Confidential Information to any other person, save as may be strictly necessary in order to perform the Services, and provided that the Consultant first ensures that such third party is under a duty of confidentiality to the Consultant to protect the confidentiality of the Confidential Information on no less onerous terms than as set out in this Clause.
- 3.2. The obligations of confidentiality set out in this clause shall not apply to any Confidential Information which:
  - 3.2.1.is in the public domain or subsequently comes into the public domain through no fault of the Consultant;
  - 3.2.2. The Consultant can prove by documentary evidence is legitimately in his possession at the date of its disclosure or which subsequently comes into his possession (without being subject to any obligation of confidentiality to the Client); or
  - 3.2.3.is directed to be disclosed by law or at the request of a governmental authority, but only to the extent that such disclosure has been so directed or requested, and provided that (wherever possible) the Client has been given sufficient advance notice of any proposed disclosure in order to enable it to take appropriate measures to protect the confidentiality of the Confidential Information.

### 4. OWNERSHIP AND INTELLECTUAL PROPERTY RIGHTS

- 4.1. The Consultant agrees that all Confidential Information and other data and materials provided by the Client or generated by the provision of the Services belongs to the Client and shall promptly be delivered to the Client at its request or upon termination for any reason of this Agreement.
- 4.2. The Consultant agrees that all intellectual property rights arising from work performed in connection with the Services, including but not limited to inventions, patents, copyright and design right (the "Intellectual Property") belongs to the Client and that the Consultant will have no title, right or interest (whether legal or beneficial) in any such intellectual property rights.
- 4.3. The Consultant agrees to disclose the Intellectual Property to the Client and to assign it to the Client at no further cost to the Client and to do such acts and things as may be necessary desirable in the Client's view to vest such rights in the Client.

### 5. TERM AND TERMINATION

- 5.1. This Agreement shall be effective from the date above and shall remain in force subject to earlier termination pursuant to this Clause.
- 5.2. Either party may terminate this agreement on no less than sixty (60) days' notice in writing to the other.
- 5.3. Either party shall be entitled forthwith to terminate this Agreement by notice in writing to the other if:

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- 5.3.1.the other party commits any material breach of any of the provisions of this Agreement and, in the case where the breach is capable of remedy, fails to remedy the same within thirty (30) days of receipt of notice from the other party seeking to terminate, specifying the breach and requiring it to be remedied; or
- 5.3.2.the other party compounds or makes arrangements with its creditors or is adjudged insolvent, bankrupt or goes into liquidation (other than for the purposes of a bona fide reconstruction) or has a receiver appointed over its property or assets.
- 5.4. The provisions of Clauses 3 and 4 shall continue in force in accordance with their respective terms notwithstanding termination for any reason of this Agreement.

### 6. NATURE OF RELATIONSHIP

- 6.1. The parties agree that the Consultant is an independent contractor and that there is no contract of employment between the parties.
- 6.2. The Consultant shall not without the Client's express prior written authority make representations to third parties about the Client's business or enter into binding obligations with third parties, nor will he hold himself out as having authority to do so.

### 7: OTHER PROVISIONS

- 7.1. No variation to the terms of this Agreement shall be effective unless in writing and signed on behalf of each party by an authorised person.
- 7.2. The Consultant may not assign, transfer or sub-contract all or any of his rights and obligations under this Agreement.
- 7.3. This Agreement contains the whole agreement between the parties and supersedes all previous agreements and understandings between the parties with respect to the subject matter of this Agreement.
- 7.4. This Agreement and the obligations of the parties shall be governed by and construed in accordance with the laws of England and subject to the jurisdiction of the English courts.

IN WITNESS WHEREOF, Consultant and Client have subscribed their names to this Agreement.

For Consultant

For Crescent Pharma Limited

.

Name: Divya Wagh

Name, title:

Date: 11/09/2023

Date:



Digitally signed by Samie Aldoori

email=saldoori@crescentpharma.

Date: 2023.09.14 20:11:07 +01'00'

DN: cn=Samie Aldoori, o=Crescent Pharma,

com, c=GB

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Consultancy Agreement

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Pune.



Date: 30 Oct 2023

Salary Revision Letter

Mr Sudarshan Dnyandev Galgunde
A/P: Bembale, Tal: Madha, Dist:
Solapur 413211 Maharashtra Madha Bembale
413211

Employee No: 3134173

Dear Mr Sudarshan Dnyandev Galgunde

Further to our Appointment Letter dated 20 Sep 2023 issued to you, we herein inform you that your salary structure stands revised with effect from 01 Oct 2023. The break-up of your revised compensation will be as per the Annexure attached herein.

Please indicate your acceptance of the above terms by signing and returning the duplicate copy to ROPS Team, Bangalore Address mentioned below.

All other Terms and conditions remain unchanged.

Yours Sincerely,
For TEAMLEASE SERVICES LIMITED

(Authorized Signatory)

A22/11/23

Signature and date:
Name: SUDARSHAN DNYANDEV GALGUNDE

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TeamLease Services Limited., CIN No. L74140KA2000PLC118395

Ascent Building , # 77, Koramangala Industrial Layout, Jyothi Nivas College Road, Koramangala , Bangalore-560095

Ph : (91-80) 33002345, Fax : (91-80) 33243001 www.teamlease.com





Mu Sigma DO THE MATH

# ASCENDAS SEZ ITPB AREA



Schoolse



# Payal Kaitkar

Employee No: 1,6467

Blood Group: B+ve

TRACE GOES

Propercial
Section of Pharmacy



Date: June 06, 2023

Payal Yashwant Kaitkar Candidate ID:CPH20231678 JSPM RSCOPR

Dear Payal,

Congratulations - We are thrilled to invite you to embark on a Decision Sciences journey with Mu Sigma, the world's largest pure-play Big Data Analytics & Decision Support company. With a worldwide footprint, Mu Sigma acts as a Transformation Sherpa for its customers in their endeavor to change the way they compete.

Since inception, Mu Sigma has challenged traditional paradigms of learning modes, problem-solving, decision-making, and leadership to enable and accelerate the journey of young problem-solvers into global leaders that transform the journey of Fortune 500 organizations. Our model has demonstrated that young and fearless decision sciences leaders can be groomed through unrivaled training & unparalleled work experience.

With Mu Sigma, you belong to a special category of people who are not only building a path-breaking Company, but also laying the foundation for a new industry. You have a rare opportunity to be part of a team that is defining the space of decision sciences, as well as challenging widely held business practices and beliefs along the way.

At Mu Sigma, you will be challenged and you will challenge every day – you will be encouraged and rewarded for questions over answers, for challenging the status quo, for asking 'why not' over 'why', for being daring enough to counter experience with experiments, and for being bold enough to question traditional knowledge with new learnings. You will solve complex problems for Fortune 500 giants across Retail, Healthcare, CPG, Insurance, Automobile, and many other industries by combining Math, Business Acumen, Technology, Behavioral Sciences, and Design Thinking.

We trust you are as excited as us by the opportunities the future holds, and if you are committed to evolving into an elite decision sciences leader, we invite you to undertake this journey with us.



### Mu Sigma Business Solutions Private Limited

Registered Office: Aviator Building, Level 14, Ascendas - ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA - INDIA - 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: info@mu-sigma.com | Website: www.mu-sigma.com

CIN: U74140KA2005PTC036309

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### Your Decision Sciences Journey with us - Overview & Structure

During your course of employment, you will be learning and delivering value real-time every day.

### Up to 120 Days: Induction & Training

You will undergo an immersive training in Mu Sigma's unique **Art of Problem Solving (AoPS™)** ecosystem to develop a problem-solving mindset that combines math, business, and technology with behavioral sciences & design thinking. You will be mentored to elevate your mindset, skillset, toolset, and you will be groomed by Decision Sciences practitioners who are abreast of current industry challenges and real-world problems, with access to Mu Sigma proprietary tools and central learning repository.

At the end of the program, you will be equipped with an experimentative, learning-driven and interdisciplinary approach to problem-solving and you will be ready to be allocated in different fulfillment or enablement teams at Mu Sigma.

### **Trainee Decision Scientist Journey**

During your journey as a Trainee Decision Scientist, you will explore a wide range of cross-industry and cross-functional real-world problems with Fortune 500 customers across multiple industry verticals and business horizontals. You will have a 360° view to problem-solving and will experience the full life-cycle of a problem, all the way from problem-definition to solution implementation within the customer organization. You will observe first-hand, the impact of your work on the decisions of leading global organizations and innovate closely with the CXOs and senior leadership of industries.

### **Apprentice Leader Journey**

Subject to satisfactory performance, you will be promoted to an Apprentice Leader (AL). As an AL, you will be a member of Mu Sigma's leadership community. You will be tasked with driving revenue growth, managing key accounts and customer relationships, mentoring Trainee Decision Scientists (TDS), and contributing to organizational initiatives.

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CIN: U74140KA2005PTC036309



### **TERMS & CONDITIONS**

### **Joining Date:**

 We are pleased offer you the position of Trainee Decision Scientist with Mu Sigma Business Solutions Private Limited ('Company') from an effective start date of August 12, 2023 ('Effective Date').

### Compensation:

 Once you execute the contract of employment and come on rolls of the Company on the communicated employment start date, your Cost to Company as mentioned in the Annexure 1.

### **Medical Insurance:**

- In addition to the above, you will also be eligible for Medical Insurance covering hospitalization expenses of up to INR 300,000 for you and up to three of your dependents defined as per Company medical insurance scheme.
- Critical Illness benefit cover: This will be in the form of a one-time payment of sum insured as per the company policy. This payment will be made only on the first instance of critical illness in the lifetime of the employee. This is applicable only for the employee.

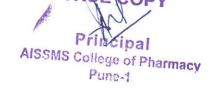
### General:

- This letter shall be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered as a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation up to any time.
- You will be required to submit documents such as educational certificates, ID proof / Address proof, Aadhaar card, photographs. PAN etc. in due course and execute agreements, which includes standard non-disclosure and inventions assignment agreements and appointment letter/contract of employment between you and the Company.
- You may write to us at campus\_india@mu-sigma.com for any queries regarding this offe

### Mu Sigma Business Solutions Private Limited

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CIN: U74140KA2005PTC036309





### Governing law:

This Offer shall be governed, interpreted and enforced by and in accordance with the laws of India and courts in Bangalore shall have the exclusive jurisdiction.

### Acceptance of our offer:

Agreed to and accepted:

Please acknowledge your acceptance by signing below. We look forward to your association with Mu Sigma and wish you all the best for a long and exciting career here.

Sincerely,

Deepa S. Mahoot	
Deepa S Mahesh Director	

### Declaration

I have carefully read and understood the terms of this offer letter including all the annexures and accept the same unconditionally.

Date Candidate name Signature

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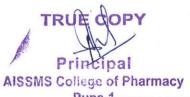
### Annexure 1

S.No	Particulars	2024	2025	2026	2027	CTC over 4 jumps
1	Total compensation on Joining till Dec 2024	5,00,000 (PA)				
	1st Jump - Jan 2025					
2	Compensation Revision		6,50,000 (PA)			
	2 <sup>nd</sup> Jump - Jan 2026					
3	Compensation revision			8,00,000 (PA)		
	3 <sup>rd</sup> Jump - Jan 2027					
4	Compensation revision				10,50,000 (PA)	
5	Total Cost to Company					30,00,000

### Penalty:

In the event that the employee decides to leave the Company within a 4-year period, there would be a penalty applicable in addition to serving a 60-day Notice Period. The penalty would be dependent on the tenure of employment with the Company. The exact amount of the penalty will be calculated per the table below:

Tenure calculated from date of joining	Penalty amount (in INR)
0 – 36 months	10,00,000
37 – 48 months	7,50,000





### Mu Sigma Business Solutions Private Limited

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CIN: U74140KA2005PTC036309



11 A Mittal Chambers, Nariman Point, Mumbai 400021 India. Tel No. : 91 22 22022930 CIN: U24100MH2010PTC202851

Works K-3/8, Anand Nagar MIDC, Ambernath East, Thane - 421506, Maharashtra State, India Tel No.: 91 9028098510/11/12/13/14

### LETTER OF OFFER

10th October, 2023

Mr. Ritesh Khairnar

S/O Prakash Khairnar, 1896 Maharashtra Housing Colony, Satpur Colony, Ashok Nagar. Nashik, Maharashtra 422012

### Dear Ritesh,

We refer to your application dated 07th Oct, 2023 and the subsequent interview you had with us on 10th Oct, 2023. We are pleased to offer you the position of "Trainee - Regulatory Affairs Department". You will be entitled to compensation as discussed during Interview. Your Date of joining will be on or before 14th October, 2023.

If there is any change in the date of joining, you are requested to confirm in writing your probable date of joining. In the event of no written communication received within 3 working days, this offer stands withdrawn automatically.\*

You are requested to kindly sign your acceptance of the offer. You will be issued a detailed appointment letter at the time of joining the company which will also specify the breakup of your monetary package.

At the time of joining please submit to HR, the following documents:

- a) 6 passport size photographs
- b) Proof of date of birth
- c) Address proof (Permanent and Temporary)
- d) Copy of educational certificates Graduation / Post Graduation / Diplomas
- e) Relieving letter from previous employer
- f) Proof of previous salary earnings
- g) Form 16 for the current/last financial year
- h) Copy of PAN card
- i) Medical Fitness Certificate
- i) Covid Vaccination Certificate
- k) Current Light Bill (Address Proof)

Yours faithfully.

For ASolution Pharmaceuticals Private Limited

Authorized Signatory

\*'Sons Your appointment is subject to your being found medically fit.

AISSMS College of Pharmacy Pune-1



11 - A Mittal Chambers, Nariman Point, Mumbai 400021 India. Tel No.: 91 22 22022930 CIN: U24100MH2010PTC202851

Works, K-3/8, Anand Nagar MIDC, Ambernath East, Thane - 421506, Maharashtra State, India Tel No.: 91 9028098510/11/12/13/14

### LETTER OF APPOINTMENT

31st October, 2023

Mr. Ritesh Khairnar S O Prakash Khairnar. 1896 Maharashtra Housing Colony. Satpur Nashik. Ashok Nagar. Maharashtra 422012

### Dear Ritesh

With reference to your Application, and subsequent discussion we had with you, we are pleased to appoint you as a "Trainee – Regulatory Affairs Department" with effect from 16<sup>th</sup> Oct, 2023 on the following terms and conditions:

- 1. Your remuneration per month and per annum will be as segmented in the attached sheet as at Annexure-"A".
- 2. You will be on a Trainee period for Six months. Based on your performance you will be evaluated and will be put on probation. During the trainee period your services can be terminated by either side, without assigning any reason, by giving one (1) month notice in writing or salary in lieu of.
- 3. Absence for a continuous period of four days without prior approval of your superior. (including overstay on leave / training) would result in your losing your lien on the service and the same shall automatically come to an end without any notice or intimation.
- 4. You will be required to maintain utmost secrecy in respect of Project documents, commercial offer, design documents, Project cost & Estimation, Technology, Software packages license, Company's polices, Company's patterns & Trade Mark and Company's Human assets profile.
- You will be required to comply with all such rules and regulations as the Company may frame from time to time.
- 6 Any of our technical or other important information which might come into your possession during the continuance of your trainee period with us shall not be disclosed, divulged or made public by you even thereafter.
- During the period of your training with the Company, you will devote full time to the work of the Company. Further, you will not take up any other employment / assignment any office, honorary or for any consideration, in cash or in kind or otherwise, without the prior written permission of the Company.
- 8 If at any time in our opinion, you are found non- performer or guilty of fraud, dishord disobedience, disorderly behavior, negligence, indiscipline, absence from duty with

TRUECOPY



Ref No: 25274766 16-Jun-2023

Urja Sanjay Moon



### Dear Urja Sanjay,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Process Executive - Voice** with **Cognizant Technology Solutions India Private Limited** ("Cognizant"). Your place of posting will be **Pune**.

Your annual total compensation will be INR 279,996. Please see Compensation and Benefits for additional details on your compensation. Cognizant has considered **0 months** of your experience as relevant in this offer, which will be kept up-to-date in our records.

Your appointment will be governed by the terms and conditions of employment presented in **Employment Agreement**, as well as any rules, regulations and practices currently in place at the time of employment.

We request that you join us on or before 19-Jun-2023.

### Please note:

- This offer is subject to satisfactory professional reference checks
- This offer is valid for three (3) months from the date of offer. Any extension shall be at the discretion of Cognizant and shall be communicated to you in writing
- Prior to beginning work with Cognizant, you must provide evidence of your right to work in India and other documentation requested by Cognizant

We are delighted to welcome you to the team! You are joining Cognizant at an exciting time, and we know your fresh thinking and expertise will help us accomplish great things.

If you have any further questions or need clarification on this offer, please feel free to contact us.

Best regards.

For Cognizant Technology Solutions India Private Limited ("Cognizant"),

Shibu Balakrishnan

AVP - HR

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

Signature:

Date:

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Pune-1



### # Provident Fund Wages:

For the purpose of computing contributions to the Provident Fund, Pension Fund and EDLI Scheme, "Monthly Gross Salary" as stated in "Compensation and Benefits" of this letter, excluding "Advance Statutory Bonus" and "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.

### Employee State Insurance (ESI):

Eligible Wages Eligibility for ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF and ESI contribution from the monthly Gross Compensation (AGC/12) as stated in Compensation and Benefits of this letter.

Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an associate in a particular month, including any recurring (or) ad hoc special payouts during the

ESI contribution shall continue until the end of the contribution period (April - September and October - March), if the associate contributes for at least one month in the contribution period.

### \* Flexible Benefit Plan:

Your compensation has been structured to ensure that you can apportion components of your salary to suit your individual preferences. This plan will enable you to

- 1. Choose from an array of allowance or benefits
- 2. Redefine your salary structure within prescribed guidelines
- 3. Optimize your earnings

#\* Advance Statutory Bonus is in line with the provisions of the Payment of Bonus Act

### 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. The Annual Gross Compensation will remain
- · Cognizant has made this offer in good faith after expending significant time and resources during the hiring process. We hope you will join us, but recognize 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 decide not to join us after signing the offer letter, Cognizant reserves the right not to consider you for future career opportunities with the company. We look forward to welcoming you to Cognizant

Employment Agreement - Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of 16-Jun-2023 between OF PH

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 "Company" or "Cognizant," which shall, unless counter to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART; cipal

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



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 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 are private, business sensitive, confidential and/or proprietary (together, "Confidential Information"). You are obliged to keep this 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

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 a breach. The obligations imposed upon you under this clause 4

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

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, 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, payroll administrators, background verification agencies and regulatory authorities
- d) you have the right to amend, modify or alter your personal information. The Company Willy 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 put
- e) you acknowledge and agree that the 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

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;
- 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
- d. 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

### 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 youss while in employment of the Company.

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

Principal In order to ensure that you are fully equipped to adapt to client needs, the Company has several Photography that you are fully equipped to adapt to client needs, the Company has several Photography. policies and processes relating to deployment of employees to projection. Career Architecture program, performance evaluation, learning and development/training and up-skilling opportunities. 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

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



Clauses 4, 5, 9 and 11 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 our 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 the 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 the Company, its affiliates and their employees, contractors or clients without the 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 the 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

Cognizant Technology Solutions India Private Limited

Urja Sanjay Moon

Shibu Balakrishnan

AVP - HR

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

Signature:

Date:

AISSMS College of Pharmacy



CIN: U21098MH1990PLC057261

Registered Office:

703, Shri Sai Corporate Park, Laxmi Nagar Off Link Road, Goregaon (West), Mumbai – 400 104 Tel: +91-22-2873 6600/11, Fax: +91-22-2873 6677

E-mail: publications@mediccapress.in

Web: www.mediccapress.in

GSTIN: 27AAACA4247L1ZM

Date: -13.07.2023

To, Pratiksha Madhukar Shinde A-5,Chandrarang Paradise, Shrishna Mandir Road, Near Kalpataru Estate, Jawalkar Nagar.Pimpale Gurav, Pune, Maharashtra -411061

Dear Ms. Pratiksha,

In line with our discussion and the subsequent interview you had with us, you are appointed as "Intern" in Medicca press Ltd. The tenure of this appointment is three (3) months. This appointment will be terminated after the completion of the three months unless it is extended by written communication by the management.

The role and responsibility have been explained in detail during your interview and has been accepted by you.

We would like you to join us on / before 17th April 2023.

This offer is further subject to successful completion of your Background Verification Check.

Reporting to — Pooja Takudag Designation: Intren (Medical content writing) Stipend per month: Rs.18000 pm

Please note that compensation is personal to you and is not to be shared with others.

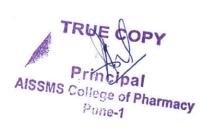
Kindly sign the duplicate if this letter in token of your acceptance.

Thanks & regards, For MEDICCA PRESS Limited

I accept

**Authorized Signatory** 

(-----)







# Amol Rajendra Sonawane

00071034

A+ve

ICE: 8208318392

SANDOZ A Novartis Division



TRUE COPY

AISSMS College of Pharmacy

Pune-1



Head Office: Office No. 5119, 5th Floor, D - Wing, Oberoi Garden Estates, Chandivali, Andheri (E) Mumbai 400 072

Tel.: 3061 0000 / 2847 2821/2/3/4 • Fax 2847 2829/28 • E-mail: zuventus.corporate@zuventus.com • Website: www.zuventus.co.in

CIN - U85320PN2002PLC018324

06-12-2023

### Jay Arun Sonule

Sub.:	Offer	Letter

### Dear Jay Arun Sonule,

This has reference to discussions you had with us on , we are now pleased to offer you the post of **Analyst** (**Grade - O01-Officer**) for our **Z02-Zuventus R&D-Pune** on utually agreed terms and conditions.

The detailed appointment letter will be issued on your joining the company.

You are expected to join us on or before **07-12-2023**, failing which this offer stands cancelled.

This offer letter is valid subject to you being declared medically fit on submission of medical fitness report as per company's medical policy.

We are looking forward to a mutually beneficial association.

Thanking you.

Yours truly,

For Emcure Pharmaceuticals Ltd.

Vineet Shukla

**Authorized Signatory** 



Principal
AlssMs College of Pharmacy
Pune-1

Zuventus Healthcare Limited



### Annexure A

SALARY COMPUTATION			
Components	Per Annum	Per Month	
Basic	2,16,000	18,000	
Hra	10,800	900	
Education Allow	44,509	3,710	
Monthly Gross	2,71,309	22,609	
Provident Fund	25,920	2,160	
Gratuity	10,389	865	
Statutory Benefits	36,309	3,026	
Bonus	42,382	3,532	
Other Benefits	42,382	3,532	
Fixed Ctc	3,50,000	29,167	
CTC	3,50,000	29,167	
Total CTC	3,50,000	29,167	

Important Note: The above CTC structure may be modified in compliance with government regulations that are in force from time to time.

Principal
AISSMS College of Pharmacy
Pune-1



Zuventus Healthcare Limited





Date: 04.07.2023

To.

Ms. Vrushali Dilip Varpe Warwandi, Gavthan, Ashvi Khurd, Vhmadnagar - Maharashtra, 413738

### Appointment Letter

With reference to your application, and based on the interview you had with us, we have pleasure in offering you full time employment in our organisation as "Officer - Quality Assurance" at our GOA plant w.e.f. 04.07.2023 on the following terms and conditions:

- 1. You will be on probation initially for a period of 6 (six) months, which period may be extended at the discretion of the Company. During the probationary period, your services are liable to be terminated by the Company without assigning any reason, with 30 days notice or by payment of gross salary in lieu of such notice similarly, if you choose to leave the organisation during probation period, You need to give 30 days notice or payment of gross salary in lieu of such notice. At the end of the probationary period, provided your services have been satisfactory, your appointment will be confirmed in writing
- 2. Your remuneration details will be as per Annexure attached.
- 3. Upon confirmation, the company will be entitled to terminate your services, without assigning any reason by giving you 60 days notice in writing or by payment of 60 days salary in lieu of such notice. Salary for the purpose of notice pay is defined as monthly gross salary. In the event of your desire to leave the services of the Company, you shall give the Company 60 days notice in writing, or payment of gross salary in lieu of such notice. However, the company may at its sole discretion relieve you of your duties at any time during the notice period and in that event you will be paid salary upto the last working day only. You will not be entitled for leave of more than two days during the notice period. Any leave/absenteeism exceeding 2 (two) days, the notice period will be extended accordingly.

4. Secrecy and other employment: We clearly disapprove your engaging or devoting any time or attention to any other part time employment or business or monetary positions other than that of the Company. You will not at any time, without the consent in writing of the Company during the tenure of your service with the company or after termination of services by notice, discharge or otherwise, make known or divulge in any manner whatsoever, any secret information concerning the technical; processes, patents, transactions, finances or affairs of the Company that you have acquired while in the service of the Company.

Encube Ethicals Pvt. Ltd.

Registered Office: 803, B Wing, HDIL Kaledonia, Sahar Road, Andheri (E), Mumbal S400069-1401A of Pharmacy

P +91-22-6228-8000

Factory: Plot No. C-1, Madkalm Induatrial Estate, Madkalm, Post: Mardol, Ponda, Goa - 403 404-INDIA

P:+91-0832-6618600

R&D Center:- 24, Steelmade Industrial Estate, Marol Village, Andheri (E), Mumbai - 400 059-INDIA

P: +91-022-62647000

Wowwww.encubeethicals.com

CIN No.: U24230MH1995PTC092485



- 13. Personal Particulars: You will keep us informed of any change in your residential address, your family status or such other relevant particulars.
- 14. Rules and Regulations: You will be subject to the Company's rules and regulations for the time being in force
- 15. Notwithstanding any of the clauses of this letter of appointment the management reserves the right to terminate your services without giving any notice or assigning any reason thereof, if:
- a) Any adverse report regarding your conduct or character is received by the management from any civic/police authorities or
- b) Your appointment in the Company is subject to providing authentic and accurate information/ documents. This offer of employment will become void if the information provided by you is found to be false or has been misrepresented to the Company.

Please sign the attached copy of this letter in acceptance of the above terms and conditions

Our best wishes for a long, prosperous and mutually rewarding career with ENCUBE ETHICALS PVT. LTD.

Yours faithfully,

For ENCUBE ETHICALS PVT. LTD.

Sunil Job

Associate Vice President - Human Resources

Prepared By

confirm having read the abo	ve terms and	conditions
of employment and accept the same.		

Date:

Principal

AlssMs College of Pharmacy

Pune-1



**Employee Code** 

4819

04.07.2023

Name of Employee

Ms. Vrushall Dilip Varpe

Location

Goa

Department

**Quality Assurance** 

Designation

Officer

Salary Component	pm	pa
Basic Salary	14,000	1,68,000
HRA :	3.091	37,092
Other Allowance	*	-
Food Coupons	• 1	
LTA	• [	•
Gross Salary	17,091	2,05,092
3	•	•
PF (Employer Contribution)	1,680	20,160
ESIC (Employer Contribution)	556	6,672
Gratuity	673	8.076
Bonus	2,500	30,000
MIP	•	•
Cost to Company (CTC)	22,500	2,70,000

Deductions	- pm	pa ·
Gross Salary	17,091	2,05,092
(-) PF (Employee Contribution)	1,680	20,160
(-) ESIC (Employee Contribution)	129	1,548
(·) PT	*	
(-) Canteen	400	4,800
Net Salary (without tax deductions)	14,882	1,78,584

Sunil Job

**Associate Vice President - Human Resources** 

Prepared By

rcipal

Encube Ethicals Pvt. Ltd.

AISSMS College of Pharmacy Registered Office: 803, B Wing, HDIL Kaledonia, Sahar Road, Andheri (E), Mumbai - 4000894 RDIA

P:+91-22-6228-8000

Factory: Plot No. C-1, Madkaim Induatrial Estate, Madkaim, Post: Mardol, Ponda, Goa - 403 404-INDIA P:+91 0832-6618600

R&D Center: 24, Steelmade Industrial Estate, Marol Village, Andheri (E), Mumbai - 400 059-INDIA

P:+91-022-62647000

W: www.encubeethicals.com

CIN No.: U24230MH1995PTC092485

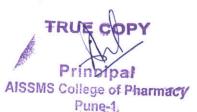




In addition, you shall be bound by the decision of the Company in regard to publications written or otherwise, of the work with which you may be associated. It is however, mutually agreed that this undertaking shall in no way affect your right to make use of the general knowledge and skill which you have acquired in the services of the Company.

Upon leaving the employment of the Company, you shall not take with you any properties, formulae, drawing, blue print or other reproduction of any other data, tables, calculations, letters or other documents or writing or copy of writing of any nature whatsoever, pertaining to the business of the Company.

- 5. Compensation Confidentiality: Compensation is a matter of strict confidentiality between you and the Company and should not be discussed/disclosed to anyone inside or outside the Company at any point of time. Violation of this clause will lead to termination from employment.
- 6. Leave and Other benefits: You will be entitled to leave in accordance with Company's rules for the time being in force and to participate in other employee benefit programme that may be introduced from time to time
- 7. Provident Fund & ESIC: You will be entitled to Provident Fund contribution & ESIC as per The Employees Provident Fund & Miscellaneous Provisions Act, 1952 & Employees State Insurance Act, 1948 respectively
- 8. Gratuity: Gratuity payment would be covered by the provisions of The Payment of Gratuity Act, 1972.
- 9. Other Benefits: You will be covered under the following schemes as per company Policy:
- a) Group Personal Accident Policy: You will be covered as per Company policy from the date of your joining.
- b) Group Mediclaim Policy: You will be covered under this policy after confirmation as per Company policy
- 10. You may be transferred to any other department/location as the company may direct, depending upon the exigencies of the Company's business without being entitled to any extra remuneration.
- 11. Retirement Age: Provided that you shall continue to be medically fit for the work or which you have been employed of which medical fitness the company shall be the sole judge, you shall retire from the Company's service upon attaining 58 years of age.
- 12. It is agreed that it shall be open to the Company from time to time to add, to modify or abrogate any remuneration, benefit, facility or perquisites that may have been extended to you, or a review of the Company's functioning, finances, and prospects that you shall be bound by the Company's decision in this behalf.







#### IPR CONSULTANTS AND ADVISORS

**OFFICE:** SHOP NO.1, ABOVE OM HOSPITAL, S. K. TRADERS BUILDING, OPPO. BHEKRAINAGAR BUS STOP, BHEKRAINAGAR, FURSUNGI, PUNE-412308

EMAIL: ashahole@geniobrain.com MOBILE: 7709356642/9284333589

### OFFER OF APPOINTMENT

October 26, 2023

### Dear Mrunal Belwate,

Congratulations on your appointment! We welcome you to GenioBrain IP Solution and wishing you a long and meaningful career with us.

- 1. Designation and grade: You would be designated as IP Intern
- 2. **Compensation and benefit**: You will be getting 10,000 (Rupees Ten Thousand Only) per Month till your internship period i.e. till three months. Thereafter based on your performance we will revise it.

We once again welcome you to GenioBrain IP Solution.

For GenioBrain IP Solutions

Mrs. Asha Hole.

Molett

CEO and Founder of GenioBrain IP solution







### CONSULTANT AGREEMENT

This Consultant Agreement ("Agreement") is made and entered into at Mumbai on this 02 day of January, 2024

BETWEEN

Glenmark Pharmaceuticals Limited, a company registered under the Companies Act, 1956 and having its registered office at B/2 Mahalaxmi Chambers, 22, Bhulabhai Desai Road, Mumbai 400 026, India and its corporate office at Glenmark House, B. D. Sawant Marg, Chakala, Andheri East, Mumbai 400 099, India (hereinafter referred to as "Glenmark" which expression shall unless repugnant to the context or meaning thereof be deemed to mean and include its affiliates, subsidiaries, successors, assigns and group companies) of the First Part.

AND

Mr. Aniket Limbaji Bhatambrekar, s/o Mr. Limbaji Bhatambrekar, an Indian national aged 25 years residing at 62, Kurne Nagar, Barshi Road, Osmanabad - 413501, holding PAN Card No. EGIPB5267G (hereinafter referred to as "Consultant") of the Other Part.

Glenmark and Consultant are hereinafter collectively referred to as "Parties" and individually as "Party".

AISSMS College of Pharmacy



## Amoli Organics

(A Division of Umedica Laboratories Pvt. Ltd.)

Regd. Office: Plot No. 221, 221/1, G.I.D.C., IIII Phase, Vapi - 396195, Dist. Valsad, Gujarat, INDIA. Factory. Block No. 422, ECP Canal Road, Village - Luna, Ta. - Padra, Dist.-Vadodara. INDIA. Pin Code - 391440. Phone. +91-2662-611200. E-mail. baroda@amoliindia.com, Website: www.amoliindia.com, CIN. U24231GJ1982PTG141202.

Date: 01-Dec-2023 Ref: AOPL/APP/T448

To,
Mr. PURVAJ VIJAY HIRODE
SWAGATAM COLONY,
GOPAL NAGAR, AMRAVATI,
MAHARASHTRA, 444607

Sub: Appointment as Trainee

Dear Mr. PURVAJ VIJAY HIRODE,

With reference to your application and subsequent interview you had with us, we are pleased to appoint you as Trainee – Quality Assurance with effect from 01-Dec-2023, on the following terms and conditions.

Principal
AISSMS College of Pharmacy
Pune-1







Outward No. RCPIPER/2023/28

President: Shri, Amrishbhai R. Patel M.L.C.

Principal: Dr. S. J. Surana M.Pharm., Ph.D., DBM, FIC

Date: Sept 22, 2023

### APPOINTMENT ORDER

To.

Ms. MAHADIK INDRANI RAMAN

RATNAGIRI.

Subject: Appointment to the post of Assistant Professor in the department Pharmaceutical Chemistry...

Dear Madam,

In response to our advertisement, you had applied for the post of Assistant Professor. You were interviewed for the above post by the College Selection Committee. As per their recommendation, I am pleased to inform you that the Management has appointed you on the said post in R.C. Patel Institute of Pharmaceutical Education and Research, Shirpur, 425 405 with following terms & conditions, with effect from 1st October 2023.

### Your Appointment is subject to the following terms and conditions

- Your service will be governed by the Maharashtra University Act., Statutes, Code of Conduct. Ordinance and rules and regulations laid down by the University and State Govt. from time to time. Your appointment is subject to the minimum number of students and workload prescribed for the post.
- 2. You are appointed in clear vacancy on full-time basis on the probation for a period of one years from date of joining. You will have to appear before University Selection Committee.





Date: June 06, 2023

Shivraj Nandlal Mawale
Candidate ID:CPH20231687
Institute of Pharmaceutical Education and Research Wardha

Dear Shivraj,

**Congratulations** - We are thrilled to invite you to embark on a Decision Sciences journey with Mu Sigma, the world's largest pure-play Big Data Analytics & Decision Support company. With a worldwide footprint, Mu Sigma acts as a Transformation Sherpa for its customers in their endeavor to change the way they compete.

Since inception, Mu Sigma has challenged traditional paradigms of learning modes, problem-solving, decision-making, and leadership to enable and accelerate the journey of young problem-solvers into global leaders that transform the journey of Fortune 500 organizations. Our model has demonstrated that young and fearless decision sciences leaders can be groomed through unrivaled training & unparalleled work experience.

With Mu Sigma, you belong to a special category of people who are not only building a path-breaking Company, but also laying the foundation for a new industry. You have a rare opportunity to be part of a team that is defining the space of decision sciences, as well as challenging widely held business practices and beliefs along the way.

At Mu Sigma, you will be challenged and you will challenge every day – you will be encouraged and rewarded for questions over answers, for challenging the status quo, for asking 'why not' over 'why', for being daring enough to counter experience with experiments, and for being bold enough to question traditional knowledge with new learnings. You will solve complex problems for Fortune 500 giants across Retail, Healthcare, CPG, Insurance, Automobile, and many other industries by combining Math, Business Acumen, Technology, Behavioral Sciences, and Design Thinking.

We trust you are as excited as us by the opportunities the future holds, and if you are committed to evolving into an elite decision sciences leader, we invite you to undertake this journey with us.

Principal
AlssMs College of Pharmac

Mu Sigma Business Solutions Private Limited

Registered Office: Aviator Building, Level 14, Ascendas - ITPL SEZ Zone Whitefield Road, Pangalore, I

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: info@mu-sigma.com | Website: www.mu-sigma.com

CIN: U74140KA2005PTC036309



### Your Decision Sciences Journey with us - Overview & Structure

During your course of employment, you will be learning and delivering value real-time every day.

### Up to 120 Days: Induction & Training

You will undergo an immersive training in Mu Sigma's unique Art of Problem Solving (AoPS™) ecosystem to develop a problem-solving mindset that combines math, business, and technology with behavioral sciences & design thinking. You will be mentored to elevate your mindset, skillset, toolset, and you will be groomed by Decision Sciences practitioners who are abreast of current industry challenges and real-world problems, with access to Mu Sigma proprietary tools and central learning repository.

At the end of the program, you will be equipped with an experimentative, learning-driven and interdisciplinary approach to problem-solving and you will be ready to be allocated in different fulfillment or enablement teams at Mu Sigma.

### **Trainee Decision Scientist Journey**

During your journey as a Trainee Decision Scientist, you will explore a wide range of cross-industry and cross-functional real-world problems with Fortune 500 customers across multiple industry verticals and business horizontals. You will have a 360° view to problem-solving and will experience the full life-cycle of a problem, all the way from problem-definition to solution implementation within the customer organization. You will observe first-hand, the impact of your work on the decisions of leading global organizations and innovate closely with the CXOs and senior leadership of industries.

### **Apprentice Leader Journey**

Subject to satisfactory performance, you will be promoted to an Apprentice Leader (AL). As an AL, you will be a member of Mu Sigma's leadership community. You will be tasked with driving revenue growth, managing key accounts and customer relationships, mentoring Trainee Decision Scientists (TDS), and contributing to organizational initiatives.

TRUE COPY
Principal

PUNE-1 ST

Mu Sigma Business Solutions Private Limited

College of Pharmacy

Registered Office: Aviator Building, Level 14, Ascendas - ITPL SEZ Zone Whitefield Road, Bangalore. Karnataka - KA - INDIA - 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: info@mu-sigma.com | Website: www.mu-sigma.com

CIN: U74140KA2005PTC036309



### **TERMS & CONDITIONS**

### Joining Date:

 We are pleased offer you the position of Trainee Decision Scientist with Mu Sigma Business Solutions Private Limited ('Company') from an effective start date of August 12, 2023 ('Effective Date').

### Compensation:

 Once you execute the contract of employment and come on rolls of the Company on the communicated employment start date, your Cost to Company as mentioned in the Annexure 1.

### Medical Insurance:

- In addition to the above, you will also be eligible for Medical Insurance covering hospitalization expenses of up to INR 300,000 for you and up to three of your dependents defined as per Company medical insurance scheme.
- Critical Illness benefit cover: This will be in the form of a one-time payment of sum insured as per the company policy. This payment will be made only on the first instance of critical illness in the lifetime of the employee. This is applicable only for the employee.

#### General:

- This letter shall be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered as a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation up to any time.
- You will be required to submit documents such as educational certificates, ID proof / Address proof, Aadhaar card, photographs. PAN etc. in due course and execute agreements, which includes standard non-disclosure and inventions assignment agreements and appointment letter/contract of employment between you and the Company.

You may write to us at campus\_india@mu-sigma.com for any queries regarding this offer.

Mu Sigma Business Solutions Private Limited

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road. Bangalore, K

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: Info@mu-sigma.com | Website: www.mu-sigma.com

CIN: U74140KA2005PTC036309

Principal AISSMS College of Pho

PUNE-1

of Pharmaco Hyper 560



### Governing law:

This Offer shall be governed, interpreted and enforced by and in accordance with the laws of India and courts in Bangalore shall have the exclusive jurisdiction.

### Acceptance of our offer:

Please acknowledge your acceptance by signing below. We look forward to your association with Mu Sigma and wish you all the best for a long and exciting career here.

Sincerely,

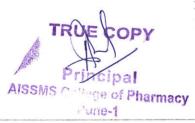
Deepa.	s.Mahs	idi	
Deepa S Ma	hesh		
Director			

### Declaration

I have carefully read and understood the terms of this offer letter including all the annexures and accept the same unconditionally.

Agreed to and accepted:

Candidate name	Signature	Date
		*************





### Mu Sigma Business Solutions Private Limited

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore. Karnataka - KA – INDIA - 560066 Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: info@mu-sigma.com | Website: www.mu-sigma.com

CIN: U74140KA2005PTC036309



### Annexure 1

S.No	Particulars	2024	2025	2026	2027	CTC over 4 jumps
1	Total compensation on Joining till Dec 2024	5,00,000 (PA)				
	1st Jump - Jan 2025					
2	Compensation Revision		6,50,000 (PA)			
	2 <sup>nd</sup> Jump - Jan 2026					
3	Compensation revision			8,00,000 (PA)		
	3 <sup>rd</sup> Jump - Jan 2027					
4	Compensation revision				10,50,000 (PA)	
5	Total Cost to Company					30,00,000

### Penalty:

In the event that the employee decides to leave the Company within a 4-year period, there would be a penalty applicable in addition to serving a 60-day Notice Period. The penalty would be dependent on the tenure of employment with the Company. The exact amount of the penalty will be calculated per the table below:

Tenure calculated from date of joining	Penalty amount (in INR)
0 – 36 months	10,00,000
37 – 48 months	7,50,000





### Mu Sigma Business Solutions Private Limited

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066 Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: info@mu-sigma.com | Website: www.mu-sigma.com

CIN: U74140KA2005PTC036309



### **IPR CONSULTANTS AND ADVISORS**

**OFFICE:** SHOP NO.1, ABOVE OM HOSPITAL, S. K. TRADERS BUILDING, OPPO. BHEKRAINAGAR BUS STOP, BHEKRAINAGAR, FURSUNGI, PUNE-412308

EMAIL: ashahole@geniobrain.com MOBILE: 7709356642/9284333589

### OFFER OF APPOINTMENT

October 26, 2023

### Dear Ashwini Sagar,

Congratulations on your appointment! We welcome you to GenioBrain IP Solution and wishing you a long and meaningful career with us.

- 1. Designation and grade: You would be designated as IP Intern
- 2. **Compensation and benefit**: You will be getting 10,000 (Rupees Ten Thousand Only) per Month till your internship period i.e. till three months. Thereafter based on your performance we will revise it.

AISSMS Co

e of Pharmacy

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We once again welcome you to GenioBrain IP Solution.

For GenioBrain IP Solutions

Mrs. Asha Hole.

CEO and Founder of GenioBrain IP solution

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PUNE-1





### Dnyansadhana Pratisthan Educational Institution's DNYANSADHANA COLLEGE OF PHARMACY Dharmapuri (V) - 431401, Parbhani (Tq. & Dist.), Maharashtra (St.)

Parbhani.

Dt.: 12/10/2023

### JOINING REPORT

To.

The Principal,

Dnyansadhana College of Pharmacy,

Dharmapuri (V) - 431401, Parbhani (Tq. & Dist.),

Maharashtra (St.)

Respected sir,

Sub. Joining Report as Assistant Professor Rea

Ref.: Appointment order with Ref. No.: DC1/2023-34/aland Dated on: 12/10/2023

With reference to your appointment order, I'm pleased to inform that, I had accepted your appointment order and willing to join as . A55/5tort . It of e5.50t. at this college from the date: 12/10/2023.....

Kindly accept my joining report.

Thank you.

With regards,

(Signature with Dt.)

Yours truly,

Name: Kriston Sambhajitao Stevete

Designation: Assistant frofessor

Delf. of Pharmaceutical

Chemistry

**AISSMS** 

# **EVS** Therapeutics Limited

Ref No.: ERIS /HUMAN RESOURCES/2023-24/Medical - Medical Affairs

DATE: 27-11-2023

To.

Mr. / Ms. Saurabh Ade

Narayan Appartment A wing Somwar Peth, Narayan Appartment A wing Somwar Peth

Pune- 411011

#### SUBJECT: OFFER LETTER

Dear Saurabh Ade

This has reference to the discussion you had with us. In this regards, we are pleased to offer you the position of Management Trainee – Medical Affairs Division, based at Ahmedabad in our organization as per the agreed terms & conditions. You will report to Suresh Vithal Sathe Assistant General Manager.

You are requested to join duty on, but not later than 01-12-2023.

This offer is subject to submitting the following mandatory documents at the time of your joining:-

- Resignation & Relieving Letter of previous organization. Education / Professional Qualification Marksheets & Certificates

- AADHAR Card and Permanent Account Number (PAN) Card
  Personal Identity proof (Copy of Driving License/Election Card/Passport)
  Residential Proof (Copy of Bill Electricity/Telephone/Mobile or Rental Agreement)
- 05 passport sized photographs Medical Fitness Certificate(Confirming no traces of any major illness or any chronic health disorders in the past)
- Blood Group certified by any pathological clinic.

The formal letter of appointment, indicating detailed terms and conditions will be issued to you at the time of your joining, which shall be subject to the following:

- Medical fitness, confirming no traces of any major illness or any chronic health disorders in the past
- Reference check
- No Criminal records
- Previous employment & Academic records verification.
- Submission of all the relevant documents.

You are requested to return the duplicate copy of this offer as a token of your acceptance and confirm the exact date of your joining our organization.

You will be eligible for Gratuity under the terms of Gratuity Act. Service for the purpose of Gratuity shall be reckoned from the date of your joining.

We look forward to welcoming you to ERIS family and wish you all the success in your new assignment with us.

Your next Annual Performance Appraisal will be held in April 2025.

With Best Wishes,

For Fris Therapeutics Ltd,

Santanu Rudra

Vice President - Human Resources

Encl.: Annexure-A

Pharmacy

Regd. Off. 8th Floor, Commerce House IV, Besides Shell Petrol, 100 Feet Road, Prahladnagar, Ahmedabad - 380015, Gujarat, India Phone: +91-79-30451111 Email: complianceofficer@erislifesciences.com

CIN: U24230GJ2021PLC123519

#### Annexure - "A"

SALARY COMPUTATION			
Components	Per Annum	Per Month	
Basic Salary	1,50,000	12,500	
Leave Travel Allowance (LTA)	37,500	3,125	
House Rent Allowance (HRA)	75,000	6,250	
Children Education Allowance	2,400	200	
Children Hostel Allowance	7,200	600	
Statutory Bonus	30,000	2,500	
Special Allowance	39,885	3,324	
Gross Salary	3,41,985	28,499	
Gratuity	7,215	601	
Provident Fund	21,600	1,800	
Statutory Benefits To Employer	28,815	2,401	
Mediclaim	4,200	350	
Insurance Benefits	4,200	350	
Cost To Company Ctc	3,75,000	31,250	
Provident Fund Pf	21,600	1,800	
Employee Pt	2,400	200	
Statutory Deduction From Employee	24,000	2,000	
Net Pay	3,17,985	26,499	

### Notes:

Provident Fund, Employee State Insurance (ESIC) & Gratuity are subject to change of statute, if any.

According to statute, payment of Gratuity is subject to completion of minimum 05 years continuous service from the date of joining the

organization.
You will be covered under company's Group Mediclaim Insurance Policy (GMIC) and Group Personal Accident Policy (GPAP) as per the terms and conditions of the policy with the insurer.

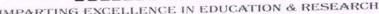






# AISSMS

COLLEGE OF PHARMACY



Approved by AICTE & PCI New Delhi, Recognized by the Government of Maharashtra, 2F,12B recognition by UGC, Affiliated to Savitribai Phule Pune University Accredited by NAAC with A Grade

No.: COP/PN/EST/2023-24/118-6

Date: 01.1.2024

# **Order of Appointment**

To, Ms. Mansi Prakash Kulkarni D/o. Prakashrao Kulkarni Yashvant Nagar, Udgir Road Deglur, Nanded- 431717

Subject: Order of appointment to the post of 'Assistant Professor' on Ad-hoc basis.

I am pleased to inform you that the Management has appointed you as a Full Time 'Assistant Professor' in 'Pharmacology' Department All India Shri Shivaji Memorial Society's, College of Pharmacy, Kennedy Road, Near R.T.O., Pune – 411001, purely temporary on Ad-Hoc basis on the consolidated salary of Rs. 25,000/- per month for the period from 8<sup>th</sup> January, 2024 to the end of academic year 2023-2024.

You are required to communicate your acceptance on or before 12<sup>th</sup> January, 2024 failing which it will be presumed that you are not interested in the offer and this appointment will be treated as cancelled. No further communication will be entertained in this regard after the due date.

The above contract is subject to the following terms and conditions:

- 1. Your services will be governed by the Maharashtra Universities Act, 1994, Statutes, Code of conduct, Ordinances and rules and regulations laid down by the Savitribai Phule Pune University, State Government, AISSM Society and College and your undertaking from time to time without prejudice to each other.
- You are appointed is purely temporary on Ad-Hoc basis for the period from 8<sup>th</sup> January, 2024 to the end of academic year 2023-2024 or till the staff member selected by Selection Committee constituted by Society join their duties.
- 3. You are not entitled for vacation as of right or any leave than casual leave. After the expiry of the above period, your services shall remain automatically terminated without any notice and you shall have no claim whatsoever on the said post.
- 4. The examination work assigned by the College / Savitribai Phule Pune University from time to time is obligatory on your part. You shall not avoid said work on any count whatsoever.
- 5. You shall submit the originals as well as certified true copies of relevant testimonials such as birth certificate, mark sheets, experience certificate, degree certificate, discharge / relieving certificate, last pay certificate, caste certificate, caste validity certificate, change of name certificate (if any), etc., before joining your services.

Continue...2/-

- 6. Subject to the fulfillment of the requirements mentioned in the Clause No.5 above, you will be allowed to join the duties on production of:
  - Two passport size photographs,
  - Character certificate from two eminent persons, one of them should be a Government Gazetted Officer and
  - Discharge certificate from previous employer (if any).
- 7. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by the Registered Post Acknowledgment Due (RPAD) on the address given, shall be deemed to have been acknowledged by you.
- 8. You will not conduct or engage yourself in any private tuitions or private coaching classes.
- 9. You will not engage yourself in any other job paid full-time, part-time or otherwise, during the continuance of your service, without the permission of the Competent Authority.
- 10. You will not undertake any testing, consultancy or R & D work without the prior permission of the competent Authority.
- 11. You will not register for any degree / diploma / certificate or other course without the prior permission of the Competent Authority. You will follow all the rules and regulations existing at the time of application for registration to any degree / diploma / certificate or other course.
- 12. If you are found absent continuously for more than fifteen days without prior permission, your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above, you will be liable for disciplinary action and punishment decided by the Competent Authority as deemed fit. During the period of your services you shall not directly or indirectly do such things which are subversive to the interest of the Society / College / Students.
- 13. The contract can be terminated, at any time, by either side / party, by giving one month notice or one month pay in lieu of notice period.

Dr. Ashwini R Madgulkar

Principal
AISSMS College of Pharmaey
Pune-1



(MALOJIRAJE CHHATRAPATI)

Hon. Secretary All India Shri Shivaji Memorial Society Pune-411 005.

Copy to: The Principal, AISSMS' College of Pharmacy Kennedy Road, Near R.T.O., Pune – 411001 for information and necessary action.

# JOINING REPORT / UNDERTAKING

I, the	understating Mr./Mrs. /Ms.	Mansi Kulkazni
Ackno	owledge with thanks the receip	pt of the Appointment Order No. COP/PN/EST   2023-24/18
		Dated:- 01 /1 /2024
for the	e post of Asst Profes	sor on Adhoc basis (Phaemacology)
1. 2. 3.	The Terms and conditions reme, I shall abide by them. I shall work as full-time/Terestall work as full-time/Terest	mentioned in the above said appointment order are fully acceptable to mporary/Part-time/Visiting Faculty/Adhoc-Basis (One Academic Year Mege of Pharmacy in the Institute and shall not in the Institute and In
PUNE-		Signature:- World
DATE-	08 501 2024	Name:- Mansi Kwkovni
		Address: Mentioned in order
To, The Pri	ncipal,	Taylorica III oldoc

To, The Principal, All India Shri Shivaji Memorial Society's College of Pharmacy Kennedy Road, Near R.T.O., Pune-411001



# AISSMS

### COLLEGE OF PHARMACY

MPARTING EXCELLENCE IN EDUCATION & RESEARCH



Approved by AICTE & PCI New Delhi, Recognized by the Government of Maharashtra, 2F,12B recognition by UGC, Affiliated to Savitribal Phule Pune University Accredited by NAAC with A Grade

No.: COP/PN/EST/2023-24/ 👣 - 🕝

Date: 29.12.2023

### Order of Appointment

To, Ms. Shubhangi Baburao Thorat D/O. Baburao Thorath, Mirwadi, Punc-412207

Subject: Order of appointment to the post of 'Assistant Professor' on Ad-hoc basis.

I am pleased to inform you that the Management has appointed you as a Full Time 'Assistant Professor' in 'Pharm.Chemistry' Department All India Shri Shivaji Memorial Society's, College of Pharmacy, Kennedy Road, Near R.T.O., Pune – 411001, purely temporary on Ad-Hoc basis on the consolidated salary of Rs. 25,000/- per month for the period from 1<sup>st</sup> January, 2024 to the end of academic year 2023-2024.

You are required to communicate your acceptance on or before 5<sup>th</sup> January, 2024 failing which it will be presumed that you are not interested in the offer and this appointment will be treated as cancelled. No further communication will be entertained in this regard after the due date.

The above contract is subject to the following terms and conditions:

- 1. Your services will be governed by the Maharashtra Universities Act, 1994, Statutes, Code of conduct, Ordinances and rules and regulations laid down by the Savitribai Phule Pune University, State Government, AISSM Society and College and your undertaking from time to time without prejudice to each other.
- 2. You are appointed is purely temporary on Ad-Hoc basis for the period from 1<sup>st</sup> January, 2024 to the end of academic year 2023-2024 or till the staff member selected by Selection Committee constituted by Society join their duties.
- 3. You are not entitled for vacation as of right or any leave than casual leave. After the expiry of the above period, your services shall remain automatically terminated without any notice and you shall have no claim whatsoever on the said post.
- 4. The examination work assigned by the College / Savitribai Phule Pune University from time to time is obligatory on your part. You shall not avoid said work on any count whatsoever.
- 5. You shall submit the originals as well as certified true copies of relevant testimonials such as birth certificate, mark sheets, experience certificate, degree certificate, discharge / relieving certificate, last pay certificate, caste certificate, caste validity certificate, change of name certificate (if any), etc., before joining your services.

Continue...2/-

- 6. Subject to the fulfillment of the requirements mentioned in the Clause No.5 above, you will be allowed to join the duties on production of:
  - Two passport size photographs,
  - Character certificate from two eminent persons, one of them should be a Government Gazetted Officer and
  - Discharge certificate from previous employer (if any).
- 7. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by the Registered Post Acknowledgment Due (RPAD) on the address given, shall be deemed to have been acknowledged by you.
- 8. You will not conduct or engage yourself in any private tuitions or private coaching classes.
- 9. You will not engage yourself in any other job paid full-time, part-time or otherwise, during the continuance of your service, without the permission of the Competent Authority.
- 10. You will not undertake any testing, consultancy or R & D work without the prior permission of
- 11. You will not register for any degree / diploma / certificate or other course without the prior permission of the Competent Authority. You will follow all the rules and regulations existing at the time of application for registration to any degree / diploma / certificate or other course.
- 12. If you are found absent continuously for more than fifteen days without prior permission, your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above, you will be liable for disciplinary action and punishment decided by the Competent Authority as deemed fit. During the period of your services you shall not directly or indirectly do such things which are subversive to the interest of the Society / College /
- 13. The contract can be terminated, at any time, by either side / party, by giving one month notice or

Dr. Ashwini R Madgulkai

Principal AISSMS College of Pharmaey Pune-1

(MALOJIRAJE CHHATRAPATI)

Hon. Secretary All India Shri Shivaji Memorial Society Pune-411 005.

Copy to: The Principal, AISSMS' College of Pharmacy Kennedy Road, Near R.T.O., Pune - 411001 for

# JOINING REPORT / UNDERTAKING

I, the understating Mr./Mrs./Ms.	Shubhangi B. Thorat
Acknowledge with thanks the receipt of	f the Appointment Order No. COP   PN   FST   2023-24
118-6)	Oated:- 29.12.2023
for the post of	Mr. Prifessor on Ad-Hoc basis (prarch
shall join the duties on or before <b>b</b> snowledge and belief, I am giving the form.  1. The Terms and conditions ment the many I shall abide by them.	AN/BN at the said post, and to the best of my ollowing undertaking.
2. I shall work as full-time/Tempor	rary/Part-time/Visiting Faculty/Adhoc-Basis (One Academic Year 23-
<ol> <li>I shall observe strictly the cod Appendix VI, under Savitribai P Savitribai Phule Pune Universi</li> </ol>	by ment outside the Institution of the for professional ethics for College teachers as stipulated in thule Pune University, Statutes, under section 42 and /or 73 of the sty any consultancy work without the prior permission of the
the prior permission of the Institu	y Degree/Post Graduate Degree/Ph.D or any other course without ution/College.
5. I fully understand and am awar forthwith assigning any reason w	e of the facts that my services shall be liable to be terminated
<ul><li>-any breach of the above points;</li><li>-any breach of my part related to</li><li>-disobedience of the orders from</li><li>the Institute;</li></ul>	the ethics of teaching profession; the Institute given from time to time in the ultimate interest of
-or any other such reason/action of	deemed fit to terminate my service.
JNE-	Signature:- Show
ATE- 02.1.2024	Name: Shubhangi B. Thorat
	Address: mertioned in order
0,	

To, The Principal, All India Shri Shivaji Memorial Society's College of Pharmacy Kennedy Road, Near R.T.O., Pune-411001



# Letter of Intent to Hire

GSK India Global Services Private Limited

Level 1,2 & 3, Luxor North Tower Bagmane Capital Business Park Outer Ring Road, Mahadevapura KR Puram Hobli Bangalore – 560037.

Date: 24-July-2023

Personal & Confidential

### **Swapnil Lad**

Kolhapur, Maharashtra, India

Dear Swapnil Lad,

With reference to your application and the subsequent interviews, we are pleased to inform that you are selected for the position of "Trainee Analyst" with "Pharma Research & Development" department. Your formal appointment letter will be released closer to the date of your joining with the Company.

You agree that your appointment is subject to you clearing all your academic papers before the joining date with GSK India Global Services Private Limited. In an event the above condition is not met, GSK India Global Services Private Limited reserves the right to abrogate the offer.

Subject to aforesaid, a formal employment agreement to follow this letter.

Yours faithfully,

GSK India Global Services Private Limited

Nilesh Kumar

GCC HR Lead

Principal
AlssMs College of Pharmacy



# APPOINTMENT LETTER

11 October, 2023

Dear Anjali Mundhe, Resume ID - 27475707

This is with reference to discussion you had with us recently. We are pleased to offer you the position of a **Associate** on the following terms:

# 1. Place of Employment and Timing:

1. Your initial place of work will be at **IN-MH-Pune**. However, your services are transferable, and may be assigned, after reasonable notice, to any location in India or abroad where the company or its affiliates conducts business. The duties to be performed by you hereunder shall be performed in such locations as are reasonably necessary or appropriate to carry out your duties hereunder, subject to reasonable travel requirements on behalf of the Company from time to time.

2. You will be expected to attend office - except when traveling on business during

working hours/shifts as may be decided by the Company.

# 2. Compensation and Benefits:

1. Compensation. As compensation for services to be rendered pursuant to this letter, the Company shall pay you an annual basic salary of **Rs 112000**. Other allowances / reimbursements as due to you are detailed in Annexure I.

2. You will be provided with a Comprehensive Medical Insurance and will also be covered under the Group Personal Accident Insurance, while on Company business.

3. You will be provided with Retirement Benefits namely, Provident Fund and Gratuity, in accordance with the laws of the country, and/or, as per company policy.

4. Your compensation shall be reviewed on the basis of merit and will be at the sole discretion of the company

# 3. Reimbursement of Expenses:

The Company will reimburse you for reasonable travel, dramather business expenses incurred in connection with the performance of your duties hereunder, in accordance with the policy of the Company with respect thereto.

# 7. Confidentiality:

- 1. During the course of its business, the Company is required to keep confidential, the information about its Customers and itself and for that purpose to ensure the same from each employee assigned to perform services for the Company/its Customers and each employee who obtains or is in a position to obtain any information or materials.
- During the normal course of business, it may be imperative to record / monitor all calls made by you in order to assess quality, as applicable. This clause by no means would impede upon your working ability / capacity and should be taken in light of company procedures and policies.
- 3. You shall therefore regard and preserve as confidential all information related to the business and activities of the Company as well as its Customers, their clients, suppliers and other entities with whom they do business which may be obtained by them from any source or may be developed as a result of any of the said agreements with the Company's Customers. You shall hold such information in trust and confidence for them and not disclose any such information to any person, firm or enterprise, or use any such information for your own benefit or the benefit of any other party, unless authorized by the Company.
- 4. You shall not directly or indirectly, engage or assist others to engage in, any activity or conduct that violates the provisions of this Clause.
- 5. You acknowledge that the information, observations and data concerning the Company and/or the Customers provided to you, is and shall continue to be the property of the Company and/or its Customer's, as the case may be and that you shall not be entitled to any right or license in relation to the said information, nor shall you copy, reproduce, publish, distribute, adapt, modify or amend any part thereof, without the prior written consent of the Company/the Customers, as the case may.
- 6. You are not a party to or aware of any agreement, obligation or restriction that prevents or prohibits you from complying with these obligations and you agree to take any other steps reasonably required and/or appropriate to ensure compliance with the obligations set forth herein.
- 7. You understand that if you threaten to or actually breach or fail to observe any of the obligations set forth in this Clause, Company will be subject to irreparable harm, which will not be adequately satisfied by damages and you therefore agree that the Company shall be entitled to injunctive relief and/or any other remedies permitted, to ensure and enforce your compliance with these obligations in the unlikely event you do not comply with them; provided, however, that no specification herein of any a particular legal or equitable remedy shall be construed as a waiver, prohibition or limitation of any legal or equitable remedies available to the Company.
- 8. You shall deliver to the Company upon cessation or termination of your employment, or at any other time the Company may request, all memoranda, notes, plans, records, reports, computer tapes and software and other documents and data (and copies thereof) relating to the said, or the business of the Company or any affiliate or its Customers which you shall then possess or have under your control.

Primpal
AlssMs College of Pharmacy

# 10. Declaration of Nationality

You are required to declare your nationality to your recruiter immediately as non-Indian passport/OCI/POI holders are governed by different guidelines as per the Employees' Provident Fund Organization. The Provident fund computation differs for employees holding a non-Indian passport. In absence of any declaration, nationality will be deemed as Indian. Any discrepancy highlighted in nationality post joining and requiring change in provident fund computation will be considered for modification prospectively. Wipro will not be responsible for retrospective liability. . Kindly update and validate your nationality in The DOT. post your onboarding.

## 11. Work Allocation

As part of your work responsibilities, you may be assigned to work on certain projects/accounts or other assignments at any of the Wipro or Wipro's client locations based on project/assignment's requirement as may be deemed fit by the Company in its sole discretion. Refusal to accept and deliver on such assignments shall be treated as a refusal to work and may result in termination of your employment or other disciplinary action.

# 12. Government Employment Policy

If you were engaged and worked in capacity of a Government employee, you are required to comply by the cooling off period clause of 12 months from the date of retirement prior to accepting offer from a private Sector / Commercial offer and you shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any government Organization/ Entity/ Department or Individual, which are or shall be in conflict with the interests of Wipro during your employment with Wipro.

It is understood that your date of joining **Wipro Limited**, will not be later than **13 October**, **2023** failing which this offer will automatically stand revoked without any further notice. Please sign and return the duplicate copy of this letter in token of your acceptance of the terms described in this letter.

Pharmacy

We wish you a long and mutually beneficial association with us.

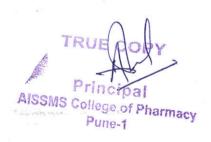
Yours faithfully, For Wipro Limited.

Rajeev Menon

Vice President Talent Acquisition

# ANNEXURE I

Anjali	
Designation	ssociate
Date Of Joining 13 Octob	
Level	AA
Basic	112000
House Rent Allowance	56000
Bonus	22400
WBP	63190
PF	21023
Gratuity	5387
Target Cost To Company (INR per Annum)	280000





## **ANNEXURE III**

# PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT 2000

I **Anjali Mundhe**, confirm that I am voluntarily sharing my Personal Information with Wipro Limited ('Wipro') for the following purposes:

- 1. Validating my Curriculum Vitae and retaining records on the same for any future reference/verification
- 2. Processing my job application including background verification checks and medical checks
- 3. Employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party. I understand that 'Personal Information' means any information, relating to me that is available with Wipro and is capable of identifying me.

Name: Anjali Mundhe

Signature: E-Signature Signature

PY OF P

### **RELOCATION ENTITLEMENTS**

Name - Anjali Mundhe ICIMS System ID - 27475707

An out station candidate selected and offered to join Wipro is entitled to the benefits specified in this policy on his/ her joining the organization, only if the candidate is working at a location outside the location of posting.

## For Career Group A1 to C1

The entitlements and benefits applicable to you during joining are as mentioned below:

- 1. Travel- Travel expenses can be claimed for self and family (Family is Spouse and two dependent children and does not include parents).
- 2. Travel class eligibility Air travel by economy and Train travel by 2nd class allowed. In case you choose to travel using your personal car, fuel and toll receipts reimbursement as per Wipro company policy will be applicable. You can reimburse post joining the company. (Submission of toll receipts is mandatory for claiming same)
- 3. Accommodation/Initial Stay- Book accommodation through the Wipro Hospitality team at <a href="mailto:hospitality.accommodation@wipro.com">hospitality.accommodation@wipro.com</a> for up to 14 days. Limits for same as per Wipro Global Business Travel Policy
- 4. Food Expenses are set per individual adult (anyone over 10 years old) and will be reimbursed based on the size of the family as per Wipro Global Business Travel policy limits. Food expenses can be claimed as per limits defined and require submission of receipts.
- 5. **Miscellaneous Expenses** Miscellaneous expenses including tips, laundry, travel incidentals, etc., can be claimed within defined limits without supporting receipts as defined in the Global Business Travel Policy.
- 6. Expenses for **taxi/public transportation** from airport to place of stay can be claimed on actuals with receipts.
- 7. Relocation Allowance of Rs. 60,000 can be claimed to cover expenses toward movement of household goods, excess baggage claims, road tax, personal vehicle registration, maintenance and repairs expenses, and brokerage fees in a new city. You can opt of any vendor of your own choice and claim as per limits mentioned below. Al claims will be done on producing original receipts and bills.

## General Guidelines:

o All the above-mentioned expenses hoursed by you will be reinfoursed by the company on producing original bills/receipts within 2 months from the date of joining.

o For reimbursing expenses, please raise a claim in the Offshore cash claim module, which is available at The Dot. for expenses incurred in India after joining the organization.

# **Er's** Therapeutics Limited

Ref No.: ERIS /HUMAN RESOURCES/2023-24/Medical - Medical Affairs

DATE: 30-10-2023

To,

Mr. / Ms. SUSHRUT LAXMIRAMAN OZA

B17, Legend classic.

Pune- 411038

#### SUBJECT: OFFER LETTER

#### Dear SUSHRUT LAXMIRAMAN OZA

This has reference to the discussion you had with us. In this regards, we are pleased to offer you the position of Management Trainee - Medical -Medical Affairs Division, based at Ahmedabad in our organization as per the agreed terms & conditions. You will report to Abhijeet Malvi - General

You are requested to join duty on, but not later than 20-11-2023.

This offer is subject to submitting the following mandatory documents at the time of your joining:-

- Resignation & Relieving Letter of previous organization. Education / Professional Qualification Marksheets & Certificates AADHAR Card and Permanent Account Number (PAN) Card

- Personal Identity proof (Copy of Driving License/Election Card/Passport)
  Residential Proof (Copy of Bill Electricity/Telephone/Mobile or Rental Agreement)
- 05 passport sized photographs
- Medical Fitness Certificate(Confirming no traces of any major illness or any chronic health disorders in the past)
- Blood Group certified by any pathological clinic.

The formal letter of appointment, indicating detailed terms and conditions will be issued to you at the time of your joining, which shall be subject to the following:

- Medical fitness, confirming no traces of any major illness or any chronic health disorders in the past
- Reference check
- No Criminal records
- Previous employment & Academic records verification.
  Submission of all the relevant documents.

You are requested to return the duplicate copy of this offer as a token of your acceptance and confirm the exact date of your joining our organization.

You will be eligible for Gratuity under the terms of Gratuity Act. Service for the purpose of Gratuity shall be reckoned from the date of your joining.

We look forward to welcoming you to ERIS family and wish you all the success in your new assignment with us.

Your next Annual Performance Appraisal will be held in April 2025.

With Best Wishes,

For Eris Therapeutics Ltd,

Santanu Rudra

Vice President - Human Resources

Encl.: Annexure-A

Pharmacy

### Annexure - "A"

· SALARY COMPUTATION			
Components	Per Annum	Per Month	
Basic Salary	1,50,000	12,500	
Leave Travel Allowance (LTA)	37,500	3,125	
House Rent Allowance (HRA)	75,000	6,250	
Children Education Allowance	2,400	200	
Children Hostel Allowance	7,200	600	
Statutory Bonus	30,000	2,500	
Special Allowance	39,885	3,324	
Gross Salary	3,41,985	28,499	
Gratuity	7,215	601	
Provident Fund	21,600	1,800	
Statutory Benefits To Employer	28,815	2,401	
Mediclaim	4,200	350	
nsurance Benefits	4,200	350	
Cost To Company Ctc	3,75,000	31,250	
rovident Fund Pf	21,600	1,800	
mployee Pt	2,400	200	
tatutory Deduction From Employee	24,000	2,000	
let Pay	3,17,985	26,499	

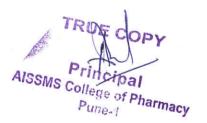
#### Notes:

Provident Fund, Employee State Insurance (ESIC) & Gratuity are subject to change of statute, if any.

According to statute, payment of Gratuity is subject to completion of minimum 05 years continuous service from the date of joining the

organization.

You will be covered under company's Group Mediclaim Insurance Policy (GMIC) and Group Personal Accident Policy (GPAP) as per the terms and conditions of the policy with the insurer.





### Dr. D. V. Patil Unitech Society's

Dr. D. Y. Patil Institute of Pharmaceutical Sciences & Research, Pimpri, Pune-18.

Keb DPUIPharmani

To.

### Ms. Chetashri Namdeo Patil,

At Post Bhamare Tal-Chalisgaon

Dist-Jalgaon, Maharashtra

Sub: Offer Letter for Employment

Dear Ms. Chefashri Namdeo Patil,

This is with reference to your application and subsequent interview held at our institute on 01/06/2023. We are pleased to offer you a position as "Assistant Professor" in Department of Pharmacology.

Further, you are requested to bring copy of following documents at the time of your joining.

- 1. Four passport size photographs
- 2. Qualification Certificates (in original along-with one photocopy set; the originals will be returned to you after verification)
- 3. Proof of residence
- 4. Copy of Aadhar and Pan card
- 5. Photocopies of your Resignation letter as well as the Relieving Letter from your current employer (If applicable)
- 6. Photocopy of your last drawn salary slip. (If applicable)
- 7. Form No 16 / Certificate of Tax deducted for Income Tax documentation (If applicable)

A detailed Appointment letter along with the terms and conditions applicable to you will be issued upon your joining to the institute.

You are requested to send us a confirm reply upon the receipt of this offer letter as a token of your acceptance for employment with us

Thanks and Regards

(Dr. Sohan Chitlange)

Principal

AISSMS Col of Pharmacy



Offer Letter for Apprenticeship
Name Mains. Prajakta Pundlik Chauthe Date: 27/03/2023
Dear, Prajakta
We are pleased to extend to you this offer of working as an Apprentice and your Education: M. Pharma-Q.
if you accept this offer, you will begin your Apprenticeship in Department . C. A
With the Company on Date. 02/05/2023 and will be expected to work 6 Days per week.
You will be paid a Stipend of Rs. 10000 per month less all applicable taxes and withholding.
As a Apprentice, you will not receive any of the employee benefits that regular company employee receive.
Your Apprenticeship is expected to complete in Month of August 2023 However, your
Apprenticeship with the company is "at-will," which means that either you or the company may terminate
your Apprenticeship at any time, with or without cause and with or without notice.
During your Apprenticeship, you may have access to trade secrets and confidential business information
belonging to the company. By accepting this offer of Apprenticeship, you acknowledge that you must keep
all this information strictly confidential, and refrain from using it for your own purpose or from disclosing it
to anyone outside the company. In addition, you agree that, upon conclusion of your Apprenticeship, you
will immediately return to the company all of it property, equipment, and documents, including
electronically stored information.
By accepting this offer, you agree that throughout your Apprenticeship, you will observe all Rules and
policies and practices governing the conduct of our business and employees, including our policies
prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you,
and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a
subsequent written agreement.
I hope that your association with the company will be successful and rewarding. Please indicate your
acceptance of this offer by signing below.
With best regards.
For Macleads Pharmaceuticals Ltd.
VISIL JAHARMAGELY
Authorized Signatory (UMBAI)
I accept apprenticeship with the Company on the terms
and condition set out in this letter.
and condition set out in this letter.  Projekto Pundlik  Mr./Ms. Cheuthe
(8 (PUNE-1))
ar Company

Principal AISSMS College of Pharmaey

Dr. Ashwini R Madgull

Pune-1 LIMITED

MACLEODS
PHARMACEUTICALS
LIMITED

Regd. Office:
Adanta Arcade, Church Road,
Near Leels Hotel, Andheri-Kurla Road,
Andheri (East), Mumbal-400 059, India.

Phone: 91 - 92 - 6676 9800
Fax: 91 - 92 - 2995 6599
Email: customercare@macleodspharma.com
Website: www.macleodspharma.com
CN: U94939MH1989PLC059049

Works: Plot No. 2209, GIDC, Sarigam, Dist - Valsad, State : Gujerat - 396155, India



## OFFER LETTER

Date:

Employee Name: Mitali Doge

Dear Mitali

It's a pleasure in appointing you to our Company as

At Pune or in such other capacity the management shall from time to time determine. Please note that the employment terms contained in this letter are subject to Company policy.

### APPOINTMENT

- Your date of appointment is effective from the date of joining which shall be as soon as possible but not later than 30 days.
- b. You will be on probation for 6 six months from the date of joining. If in the opinion of the company, you are found suitable in the appointed post you will be confirmed.
- c. The retirement age is 58 years.
- d. You will be liable to be transferred in such capacity as the Company may from time to time dete mine to any other location, department, function, establishment, or branch of the Company or sub sidiary, associate or affiliate Company. In such case, you will be governed by the terms and conditions of service applicable to the new assignment.

#### COMPENSATION

You will be eligible to receive the compensation as per Annexure 1.

Dr. Ashwini R Madgulkar

Principal
AISSMS College of Pharmaey
Pune-1

PUNE-1 STARS

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