

VIJETHA JUNIOR COLLEGE JALADINKA NELLORE DIST.

Appointment letter

This is to certify that **A. DEVI VASANTHA KUMAR** appointed as Lecturer in economics in department of economics in Sri Vijetha Junior College Jaladinka mandal Nellore dist. This Post is purely temporary basis. He receives salary an amount of Rs. 10000 per month.


Principal 18/02/2023



సిమ్మ ప్రాఫ్ జ్యూస్ & లస్

సిమ్మ
ఫ్రెష్ జ్యూస్

REF: AFL/HR&ADMN./2019-20

Date: 29-02-2020

To,
Mr. A. Sivakumar
S/o A. Masthanaiah
Devaravemuru (Vi),
Sydapuram (Mandal)
S.P.S.R. Nellore – 524 409
Mobile No.6301932915

Dear Sivakumar,

Sub: - Offer letter for the post of *Trainee Technical Sales Officer*.

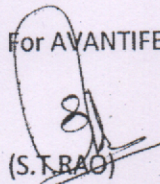
This is reference to your application and subsequent discussions you had with us, we are pleased to offer you for the position *Trainee Technical Sales Officer*.

Please sign the enclosed copy of this letter as a token of your acceptance of this offer. A detailed Appointment order will be issued at the time of your joining.

You may report for duty to Mr. S.Mohanty, GM-Marketing on or before 30th June 2020 failing which the offer stands withdrawn.

Best wishes,

For AVANTIFEEDS LIMITED



(S.T.RAO)
MANAGER – HR & ADMN.

Accepted

Signature: *A. Sivakumar*

Date of Joining: *30-06-2020*

Feed Manufacturing Plant :

KOVVUR - 534 350, West Godavari Dist,
Andhra Pradesh, India.
☎ 08813 231541, 231588, ☎ 08813 231421
✉ feedunit1@avantifeeds.com
Cable : PRAWNFEEED



Corporate Office:

G-2, Concorde Apartments, 6-3-658, Somajiguda,
Hyderabad - 500082, Telangana State, India.
☎ +91(40) 23310260/61 ☎ +91(40) 23311604
🌐 www.avantifeeds.com
✉ avantiho@avantifeeds.com

Registered Office:

Flat No. 103, Ground Floor, R Square,
Pandurangapuram,
Visakhapatnam - 530003,
Andhra Pradesh, India.
CIN : L16001AP1993PLC095778



SUVARNA
TECHNOSOFT



P Ashok

Emp ID: STPL231

OFFER LETTER

Date: 05-Jul-2022

Dear **Mr. B Madhusudan**,

We are pleased to offer you employment in our organization as **Sr Customer Relationship Officer**, and that your services would be deputed to **Zinka Logistics Solutions Pvt Ltd (Blackbuck)**.

Your employment will be valid for a period of one year from the date of joining and would be subject to submission of all necessary documents and statutory forms, as and when required.

Your Annual **Cost to Company** will be INR **266400** and your monthly take home would be INR **22000**. Compensation Structure is provided below.

Earnings	Amount in Rs. (p.m.)
Basic & DA	15012
Statutory Bonus	883
HRA	6305
Other Allowance	0.00
Total Gross Pay	22200
Employer Contribution	0.00
Employer ESIC Contribution	0.00
Employer LWF Contribution	0.00
CTC	22200

In Addition to the above, you would be covered under Accident Insurance plan, premium for which is borne by the Company and is not shown as part of your CTC

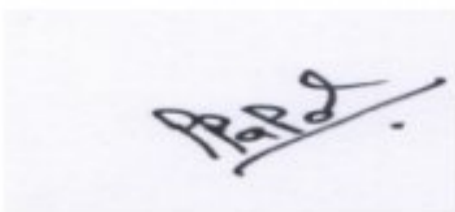
You would also be covered under Family Floater Medical Insurance Policy with a sum insured of INR 2 Lacs, premium for which is borne by the Company and is not shown as part of your CTC

Please note that this is only an offer of employment for a fixed term and is not to be constructed as an appointment letter. The same shall be issued post joining.

Our team will reach out to you regarding your date of joining. If you fail to report on the said date, the offer letter would automatically stand withdrawn.

Looking forward to have you onboard with us!

For **UNH MANAGEMENT SERVICES PRIVATE LIMITED.**



Authorised Signatory

Acceptance

I have received the Offer Letter and agree to the terms and conditions contained thereto

Mr. B Madhusudan

(Signature & Date)

M/s. UNH MANAGEMENT SERVICES PRIVATE LIMITED

Office No. 102, Radha Sahniwas, Opp. Stickbowl Restaurant, Uthalsar Naka, Thane(W) 400 601

Phone No. +91 8356832405 Email: support@unhmanagement.co.in CIN: **U74120MH2012PTC237119**

GOVERNMENT OF ANDHRA PRADESH
PANCHAYAT RAJ & RURAL DEVELOPMENT DEPARTMENT



**VILLAGE VOLUNTEER
IDENTITY CARD**



V02072019114524443289

Name : **BANDI SOMAIAH**

Village Secretariat : **GULLAPUDI**

Mandal : **GAMPALAGUDEM**

District : **KRISHNA**

R. Somyalet

S. P. N.

MPDO

06 January 2019

63Ideas Infolabs Private Limited.

LETTER OF EMPLOYMENT

(Private & confidential)

Dear **Venkateswarlu Ch,**

Based on the interactions with you we are pleased to offer you the position of **Executive - CC Operations** in **CC Operations** department at **63Ideas Infolabs Private Limited** (hereinafter referred to as "**Company**"). The key terms & conditions are given below.

1. **Offer Acceptance, Reporting & Joining date:** Upon your acceptance of the terms hereof, the effective date of joining will be **7 January 2019**. Upon joining you shall be reporting to **City Sourcing Head**. Please go through the offer letter and provide your acceptance within 2 days from receipt, failing which the offer will be deemed to be considered withdrawn
2. **Place of Work:** Your initial place of posting will be in **Chennai**. However, you may be posted/ transferred to any other place or offices of the Company or its affiliates, as the Company may, from time to time, deem necessary
3. **Background Verification Process:** As a process, each and every employee has to go through the standard Background verification and reference check process, in case of any gap/s found at any point of time, your employment will be terminated with immediate effect due to the Background verification failure

Following are the terms and conditions associated with your offer of employment,

1. WORK & DUTIES

The company may depute you for any assignments or change your duties, reporting, responsibilities or designation from time to time or assign your services to any associate company, division, branch, office, subsidiary or other companies, concerns, organizations, or firms with whom the company may make any such arrangement or agreement.

You may be posted/ transferred to any other place or offices of the company or its affiliates, as the company may, from time to time, deem necessary. By such posting, you will be governed by the terms and conditions of service applicable to the new assignment. Further, in the course of your employment, you may be required to undertake such travel as may reasonably be required in connection with the performance of your duties

You agree and acknowledge that the company reserves the right to vary your roles and responsibilities, from time to time to meet its business objectives.

2. REMUNERATION

You shall draw a total remuneration of **261300 (Two Lakh Sixty One Thousand Three Hundred Rupees)**

The company shall make deductions and withholdings of tax or otherwise as may be mandated or required under applicable law from the remuneration. Any tax liability other than withholding taxes arising in respect of the remuneration or income earned by you shall be borne solely by you

Your remuneration has been determined based on numerous factors such as job role, skills, performance, experience, and professional merit. You acknowledge and agree that your remuneration is a matter purely between yourself and the company and you are to keep this information and any changes thereto, strictly **CONFIDENTIAL** under any circumstances. Breach of this clause will lead to termination without notice or compensation.

Your remuneration will be periodically reviewed as per the company's policies. Your increments and promotions shall be at the discretion of the company and will be subject to and on the basis of your Skill, Performance and Behavior

The company may, at any time at its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Variable Pay Policy, incentives, reimbursements & benefits. It will be communicated to all employees from time to time

Details of your remuneration are mentioned in **ANNEXURE I**

3. PROBATION & CONFIRMATION

A probation period will apply for the first **3 months of your employment**. At the end of the aforesaid period, you will be informed on your conduct and performance and if satisfactory, you will be confirmed in the appointed position. However, the Management reserves the right to curtail or extend the probation period in applicable cases.

If, during the probation period, the company determines that you are unfit for employment, company will terminate your employment without any advance notice and with no compensation whatsoever. In such case, it will be liable only for payment for the number of days worked by you

For specific roles, clearing the role specific training programs will enable you to continue the probation period with Ninjacart, failing to clear the training programs would lead to termination without notice pay

4. SEPARATION & TERMINATION

You may terminate your employment by providing, in advance of **60 DAYS (2 months)** notice in an E-mail. You shall not be entitled to terminate earlier without serving notice period, except in the event the company is acceptable to the same. The company in such circumstances, as a condition for acceptance of earlier termination, may order payment by you of amount equal to proportionate amount of salary payable for such days by which the notice period has gotten reduced.

The company will normally continue employment during the notice period. It is the Company's prerogative however, to immediately accept the resignation. Any leaves taken during Notice period may result in extending the notice period to that effect. Privilege leave can be availed during notice period only in case of emergencies and with prior approval from the manager, except on the last working day. In case of a business impact due to such leaves during notice period, notice period may be extended by same number of days.

Unauthorized absence or Absence without permission from duty for a continuous period of **3 days**, company may construe this as an act of abandonment and will proceed with Absconding process as per the HR policy. In such case your employment shall automatically come to an end without any notice of termination or notice pay. company will recover the notice period pay from pending settlement and post that F&F settlement will be done

The company may terminate your employment by giving **30 days** of advance notice or salary in lieu of notice in case of performance issues or business un-certainties. In case any employee is asked to leave the organization due to performance issues and further to the completion of the PIP (Performance Improvement Plan) process, the reporting manager shall ask the employee to initiate resignation. In case of such attrition the relieving date shall be

decided by the reporting manager of the employee and no recovery shall be done for the short-fall in notice period if any

In case of employees in PIP, termination may come into immediate effect once the PIP period over and if the desired performance levels are not met by the employee. In such case, company is liable only for payment for the number of days worked by you

Your employment may be terminated by the company immediately and without compensation if you commit, repeat or continue any serious breach of your commitment towards the work, obligations hereunder or are guilty of conduct tending to bring yourself or any company in the Group into disrepute or any misconduct in terms of the company's rules and regulations.

Before you leave the company, you may be requested to attend a face-to-face exit Interview with your manager and HR department representative and complete such other procedures as may be specified in the rules and regulations of the company. You are also requested to complete the exit check form and follow through the separation processes and procedures on the last working day with the company.

All company property must be returned to the HR Department including but not limited to office keys, building pass, security card, cabinet keys, corporate/membership cards, laptop, computer, mobile, tablet, mobile SIM, company visiting cards, internet data card, all records and documents, including copies thereof, and any other properties which have been provided to you by the company.

Ninjacart to withhold the whole or any part of the full and final settlement, if the employee is found to have acted in contravention of any of the employment terms (including the duty to work in the best interests of Ninjacart)

You will retire in the normal course from the services of the company at the end of the month in which you attain the age of retirement, which is 58 years.

Any changes to the separation and termination conditions would be updated and published under the "Separation Policy" document. Kindly refer to the same for latest updates

5. **PROVIDENT FUND AND GRATUITY**

Provident Fund: Both the company and you shall contribute to your provident fund account in accordance with the prevailing statutory requirements and applicable law

Gratuity: You are eligible for payment of gratuity in accordance with the statutory provisions after completion of 5 years in the company

6. **PERSONAL INFORMATION**

It is your responsibility to notify the company of any changes in your personal information (like address, contact phone number, additional qualifications, marital status, change of nomination, passport details etc.) within 3 working days.

If any information furnished by you in your application for employment or during the selection process, whether with the company or your predecessor employer, is found at any time during your employment to be incorrect or false, and /or if you have suppressed material information regarding your qualifications and experience, the company may terminate your services without notice or compensation

7. **PUBLIC HOLIDAYS & ANNUAL LEAVE**

Public Holidays: You are entitled to public holidays with full pay as per the list of holidays declared on the

company's notice board or in the employee policies of the company or informed to you through any other communication from time to time

Annual Leaves: You shall be entitled to holidays and leave in accordance with the company's employee policies and the rules and regulations of the company. Carry forward of un-availed leave and encashment of leave in case of separation shall be allowed, subject to a maximum no of days as defined in company's employee Leave policies. However, any such availing of leave shall be subject to prior intimation and approval from the supervisor as per the company's employee Leave policies

8. CONFIDENTIAL INFORMATION

You agree and acknowledge that, you shall from the date here of perpetually treat as strictly confidential all confidential Information (as defined below) that comes to your knowledge. Further, you shall not copy, reproduce and/or disclose any of the confidential Information to any other party without the prior written consent of the company and shall hold the same in trust for the company.

The term confidential Information includes but is not limited to

- (a) Information or material proprietary to the company, including information relating to the company and in business affairs, including its trade secrets
- (b) Information of or provided by its customers, clients, vendors, suppliers, consultants or service providers
- (c) Information designated as confidential, or which information is reasonably known to be confidential
- (d) Information created, discovered, developed or made known to the company from the date hereof or arising out of the performance of your obligations ("confidential Information")

During, or at any time after the termination of employment with the company, use for self or others, or disclose or divulge to others including your future employees/employers, any trade secrets, confidential information, or any other proprietary data of the company is violation of this agreement. The company may notify any future or prospective employer or third party of the existence of this agreement, and shall be entitled to full injunctive relief for any breach.

This Agreement shall remain in full force and effect with respect to the confidential information without limitation of time.

9. INTELLECTUAL PROPERTY

You agree that all intellectual property, including without limitation, inventions, improvements, discoveries and copyrights ("Intellectual Property") made from the date hereof, either by yourself or jointly with any

other person(s), which relate to or are connected or are capable of being used in connection with the company's business activities, is and will become the sole property of the company.

You shall disclose fully to the company such Intellectual Property and any Inventions (as defined below), and at the request and at the expense of the company, take such steps as may be necessary for the company to obtain applicable protection for such Intellectual Property and Inventions. You shall, at the expense of the company (but for no extra consideration), assign absolutely and beneficially all such Intellectual Property (including in connection with the Inventions) to the company or as it may direct.

You hereby further acknowledge that you do not have any right, claim, interest in any Intellectual Property owned or used by the company

If, before employment with company, you have created any Inventions that you wish not to be subject to this Agreement, you may communicate the same to HR department immediately. Your failure to accordingly communicate the Inventions and attach the same hereto shall constitute a representation by you that you have no such Inventions

“Inventions” includes, but is not limited to, the following: All ideas, circuits, schematics, patterns, compilations, devices, databases, technology, algorithms, trade secrets, mask works, concepts, methodologies, customer lists, goodwill, trademarks, service marks, trade names and general intangibles of like nature, and related know-how which result from work performed (by you or anyone else), all discoveries, developments, designs, improvements, inventions, formulae, processes, methods, works of authorship, articles, books, manuals, techniques, computer software or hardware programs, strategies, know-how and data, whether or not patentable or registerable, and all work product, whether created by you either individually or jointly with others, prior to or in the course of your employment

Your employment with the company is on a whole time basis. While you are in the services of the company, you are not permitted to directly or indirectly, engage yourself or devote any time or attention to any full time or part time employment, trade, business or occupation, with or without remuneration, for any third person or concern (including self-employment). You shall also not undertake or be interested, either directly or indirectly, in any activities, which are contrary to or inconsistent with your employment with the company or the company’s interest. You shall devote yourself exclusively to the business of the company. Any breach of this condition on your part may lead to the immediate termination of your employment with the company without notice period or pay

During the course of your employment, if you conceive of any new or advanced methods, inventions, designs or improvements, processes/systems or any other form of intellectual property, in relation to the operation of the company, all such developments shall be communicated to the company and will be and remain the sole right/property of the company and you shall execute documents and do all things necessary to enable the company to obtain all rights to the same

10. RESTRICTIVE COVENANTS

For and in consideration of the compensation to be paid by the company pursuant to the terms hereof, and in recognition of the fact that you shall have access and be privy to confidential Information and other valuable rights of the company, on account of your designation, the sufficiency whereof you hereby acknowledge, you covenant and agree that, based on sole discretion of the company, at any time, during your employment and

for a period of one (1) year thereafter directly carry on or be connected with, as an employee or otherwise in any business, individual, partnership, firm, corporation, limited liability company or other entity for carrying on similar business as the company which may result in competition or have adverse effect to the company’s business.

You further agree that, from the date hereof and for a period of one (1) year after the termination of your employment, for any reason whatsoever, you shall not knowingly, directly or indirectly, by yourself or jointly with another, or for or on behalf of any entity, as principal, agent or otherwise: cause, induce or encourage any actual or prospective client, customer, supplier, or licensor of the company (including any existing or former customer of the company and any person that becomes a client or a customer of the company after the date hereof), or any other person who has a business relationship with the company, to terminate or change any such actual or prospective relationship in a manner which would be adverse to the company; circumvent the company in any manner and deal or attempt to deal directly with any or the aforesaid persons or entities; solicit, entice or induce or in any manner attempt to solicit, entice or induce any individual employed by, acting as a consultant to, or serving as a director or officer of, the company or any entity that after the date hereof is employed by or provides a service to conduct the business of the company on the company’s behalf to leave such position, engagement or service to become employed by or a consultant to any person (other than company); or approach any person, employee, consultant, director or officer of the company or any prospective client, customer, supplier, or licensor of the company for any of the aforesaid purposes or authorise the taking of such actions by any person or assist or participate with or provide information to any such person in taking such action.

You hereby agree and acknowledge that the above terms are reasonable and necessary to safeguard and protect the company's rights and interest. In the event that any court of competent jurisdiction determines that the extent, duration and/or the geographical scope are unreasonable and that the same, to such an extent is unenforceable, it is agreed that the provision shall remain in full force and effect for the greatest extent, duration and geographical extent that would not render it unenforceable

11. COMPANY POLICIES & REGULATIONS

You must comply with all directions given by the company and you must observe all existing rules, regulations, policies, procedures, practices and arrangements pertaining to the management of the company's properties, works, business and the conduct of the company's employees

12. COMPLIANCE & CODE OF CONDUCT

You are required to observe all relevant corporate policies and regulations which are now in force, or from time to time, published or laid down by the company. Situations that have not been envisaged could arise and the company reserves the right to modify, revoke, suspend, terminate or change in whole or in part, at any time, with or without notice any information in relation to these policies.

Compliance with the company's Code of Conduct is a condition for continued employment and part of your performance appraisal. You should note that no gifts in cash or in kind may be offered to or accepted from any person in the employment of, or connected with, any of the company's employees, clients or the public

13. OTHER TERMS & CONDITIONS OF EMPLOYMENT

You hereby agree:

You will not enter into any outside employment or engage in any private business activities, whether alone or jointly with another, through or on behalf of any person, firm or entity, or through nominees or affiliates, on your own account or as agent for or on behalf of any other person, be directly or indirectly employed, whether as an employee, consultant or any other capacity, without the written consent from the company. Any contravention of this clause may lead to immediate termination without any compensation.

You are not party to or bound by any employment agreement, non-competition agreement or confidentiality agreement with any person or entity other than the company.

As a process, each and every employee has to go through the standard Background verification and reference check process, in case of any gap/s found at any point of time, your employment will be terminated with immediate effect due to the Background verification failure.

You will not raise any claim against company or company will not have any liability, obligation or responsibility on account of any misconduct, misbehavior, harm or any kind of damage due to third party (including but not limited to any client, merchant, partner, customer, users or any other person). You shall take reasonable effort to prevent and avoid any misconduct, misbehavior, harm or any kind of damage by third party and only you shall be liable to all consequences including damages, if any, with respect to all such action taken. You shall not be entitled to claim that such action was pursuant to or required as part of your employment, since the company does not endorse or encourage any such behavior or conduct.

14. GOVERNING LAW

This Letter of Employment and the rights, duties and liabilities of the parties hereto shall be construed in accordance with and be governed by the laws of India. Disputes between the company and the Employee shall first be sought to be resolved amicably in accordance with the rules and regulations of the

company. Any disputes that cannot be resolved through amicable discussions shall be subject to the jurisdiction of courts in Bengaluru, Karnataka

15. MISCELLANEOUS

Notices: All notices to the company shall be addressed to its head office address. Notices to the Employee shall be addressed to the below address

63Ideas Infolabs Private Limited, 4th Floor, Site No. 9, 1st C Main Road, Sarjapur Road, Jakkasandra, Bengaluru, Karnataka 560034

If any provision of this agreement is or becomes illegal or unenforceable, the parties agree to substitute such provision in a manner that leaves the parties in the same or nearly similar position as if such provision were legal or enforceable. The parties agree that in the event any provision of this agreement is determined to be unenforceable by a court due to its scope, such provision shall be modified to permit its enforcement to the maximum extent permitted by applicable law

The provisions of this agreement may be amended, supplemented or waived only by the written agreement of the parties

If you are agreeable to the above, please acknowledge your acceptance of this Employment Agreement, and its terms and conditions, by signing the copy and returning it to the HR Department under a PRIVATE & CONFIDENTIAL cover within 2 days from the date of this letter

The company reserves the right to amend, add or delete any of the employment terms, including remuneration, due to change in company policy from time to time. Changes of company policy of this nature will be announced in writing and circulated as internal memoranda or displayed on notice boards

ANNEXURE-I

COMPENSATION PACKAGE

ANNEXURE A - SALARY COMPUTATION		
Components	Per Annum	Per Month
Basic	161160	13430
Employer PF	19339	1612
Employer ESI	8795	733
Food and Mobile Allowance	24000	2000
HRA	6	1
Fixed CTC	213300	17775
Employee PF	19339	1612
Employee ESI	3240	270
Professional Tax	2400	200
Employer PF	19339	1612
Employer ESI	8795	733
Total Deductions	53113	4426
Net Pay Before Tax	160187	13349
Variable	48000	
Total CTC	261300	

Summary

Component	Monthly Earning
Monthly Fixed Pay	Rs.13347
Monthly Variable Pay (@100% Performance)	Rs.4000
Monthly Fixed Allowance (For Petrol Expense)	Actuals
Total Monthly Payout	Rs.17347

Clarifications

- **Professional tax** - Rs 200 per month
- **Income tax** - As per applicable law
- **ESI Contribution** - 4.75% of Gross
- **PF contribution** - 12% of Basic pay up to Rs.1800 per month for each employee and employer contribution

- **Variable Pay** - is a potential earning on your individual performance at your career level. The payout % is based on specific metrics and parameters which will be discussed with you upon joining. Your Variable pay can range anywhere from **0 to 200%** and will be paid out subject to you being on the rolls of the company on the date of disbursement of these payouts
- **Variable Payout** - Variable payout for an applicable period will be paid along with the consecutive month salary. In case of monthly variable pay cycle, you will not receive variable pay in the first month salary payout – this will have paid from second month onwards (Eg: JAN month variable pay will be paid in FEB month payroll along with salary)
- **Monthly Fixed Allowance** - Employee who are eligible for the monthly fixed allowance, will be calculated based on number of present days and will be paid accordingly. Allowance will be paid along with consecutive month salary payout
- **Payroll cutoff** - Employee who join us on or before 20th of the month, will be part if same month payroll. If your joining date is on or after 21st of the month, your first month salary would be paid along with second month payout. Salary will be paid on LWD of the month

We welcome you as a member of the team and look forward to your contributions to our success. We believe you will find your career both **challenging and rewarding**.

The Company, at its discretion, modify, from time to time, the rules and regulations, as it deems fit, without notice.

Yours sincerely, For 63Ideas Infolabs Private Limited,



Vasudevan Chinnathambi | Co-Founder & Director

I, _____ (*full name*) have read and understood the terms and conditions stated herein and confirmed my acceptance of the offer and its conditions. I also confirm that I have not been convicted of any offence or crime punishable by law.

Signature:

Date:

JOINING DOCUMENTS

On your joining date, as part of joining formalities please submit the list of documents mentioned below to the HR department

- Photocopies of educational documents from 10th till highest qualification (All marks cards, Pass certificate & Degree/Convocation certificate)
- 3 Passport size photographs
- Relieving letter and Experience certificate from all previous employer
- Recent 3 months' salary statement of last 2 employments, if applicable
- Income tax computation sheet and Form 16
- 2 sets photocopy of Passport, PAN card, Aadhaar card, Driving license and voter ID
- PF number and UAN number for PF formalities
- Personal bank accounts last 2 months' statements/photocopy of passbook
- One cancelled cheque

Kindly be at office at 10 AM on 7 January 2019



SRI VINAYAKA JUNIOR COLLEGE

(Recognised by the Govt. of A.P., B.I.E. Hyd. (RC. No. 8106/NJC/E4-1/2012 - 13)
RAPUR (Village & Post) - 524 408 - SPSR Nellore Dt.,

Date : _____

This is to certify that **Mr. Dalavayi Mahesh** appointed as Lecturer in Telugu in Department of Telugu in Sri Vinayaka Junior College, rapur. He receives salary an amount of **Rs. 10,000 per month.**

B. M. Nagaraju
Principal

PRINCIPAL
SRI VINAYAKA JUNIOR COLLEGE
RAPUR

ANAM SANJIVA REDDY DEGREE COLLEGE ATMAKUR

Appointment Letter

This is to certify that **Mr. Dara Venkateswarlu** appointed as lecture in Telugu in Telugu department in Anam Sanjiva Reddy Degree College. This post is purely temporary basis. He receives salary an amount of **Rs.15000/- per month.**



PRINCIPAL
A S R Degree College
ATMAKUR-524322, S.P. Nellore (Dt.)
Principal.



Offer : Computer Consultancy

Ref : TCSL/EP2023CN1890928/ New Delhi/2035256

Date : 01-FEB-2023

Mr. Hemanth Kumar Bhuma

Vittalravnagar , Maaxtreem Company 4 Th Floor , Hitech City Hyderabad
Karlapudi Village, Kovanur Post ,Kvb Puram Mandal ,Chittoor District Ap India
Tirupati, Andhra Pradesh, India
Tel No.: 7093412872

Sub: Letter of Offer and Terms of Employment

Dear **Mr. Hemanth Kumar Bhuma**,

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 employment.

This offer is based on your profile, relevant work experience and performance in the selection process. You have been selected for the position of Systems Engineer in Grade C1 at TCS - Bangalore. Your gross salary including all benefits will be Rs. 7,00,006/- per annum. Annexure 1 provides a break-up of the compensation package.

Kindly confirm your acceptance of this offer on-line through the option 'Accept Offer letter' and propose your tentative date of joining. If not accepted within 7 days, this offer is liable to lapse at the discretion of TCSL. Please initiate your Background Check and submit required documents online within 5 days of your offer acceptance. Kindly note that your Offer is subject to a positive background check.

On joining and successful completion of joining formalities, you will be issued a Letter of Appointment by TCSL

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Brigade Bhuvanika Icon, ITPL Road Whitefield, Bangalore - 560066
Tel no : 91 80 61396172 Website www.tcs.com
Registered Office Nirmal Building 9th Floor Nariman Point Mumbai - 400021.



COMPENSATION & BENEFITS

The details of your compensation and benefits are given below:

FIXED COMPENSATION

Basic Salary

Your Basic Salary will be **Rs. 15,000/- per month.**

Bouquet of Benefits (BoB)

Bouquet of Benefits offers you the flexibility to design part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis. The components under Bouquet of Benefits are listed below. The amounts given here for each of the components are as per the pre-defined structure. However, you may want to re-distribute the BoB amount between the components as per your tax plan, once you join the company. To design your Bouquet of Benefits, you may access the link to BoB in the 'Employee Self Service' link on 'Ultimatix', the internal portal of TCSL.

Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance:

Your HRA will be **Rs. 7,500/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance:

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Food Card:

You will be eligible for a Food Card. It can be set up to a maximum of **Rs. 3,000/-** per month for tax exemption. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.

4. Personal Allowance:

You will be eligible for a monthly personal allowance of **Rs. 19,804/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

PERFORMANCE PAY

1. Monthly Performance Pay

You will receive a monthly performance pay of **Rs. 4,300/-**. This payout is subject to review basis your own ongoing individual performance.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Brigade Bhuvanika Icon, ITPL Road Whitefield, Bangalore - 560066

Tel no : 91 80 61396172 Website www.tcs.com

Registered Office Nirmal Building 9th Floor Nariman Point Mumbai - 400021.



2. Performance Bonus

Your Performance Bonus will be **Rs. 3,100/-** per month.

This payout will be made after the end of each quarter based on Individual, Unit, Company performance, and your allocation during the quarter. The payment is subject to you being active on the company rolls on the date of announcement of Performance Bonus.

This Performance Pay shall be treated as productivity bonus in lieu of statutory profit bonus.

RETENTION INCENTIVE

You are eligible for Retention Incentive of **Rs. 30,000/-** payable to you on an annual basis. This component is in appreciation of continuity of service in TCSL and will be paid on completion of each year from the introduction of this incentive. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

CITY ALLOWANCE

You will be eligible for a City Allowance of **Rs. 1,200/-** per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

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). For the current financial year, you and your dependent will be covered under the 'Gold' health plan.

The entitlements under the 'Gold' plan are as follows:

i) Base Cover

Entitlement – Includes domiciliary expenses up to Rs. 6,000/- per insured person per annum and basic hospitalisation expenses up to Rs. 2,00,000/- per insured person per annum.

Premium – Basic premium 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

Floater Cover is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalization benefits.



Entitlement – You and your enrolled dependents will be entitled for Rs.12,00,000/- as a family floater coverage towards hospitalization expenses, over and above the individual basic coverage.

Premium – For Floater Cover, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

The above Health Plan is applicable to you and your dependents for this FY. In the subsequent years, you will have the flexibility to opt for a higher plan from the bouquet of plans offered. The additional premium in case of an upgrade to a higher plan will have to be borne by you.

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

2. 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 death / disablement arising out of and in the course of employment as per the benefits under the Company's Afterlife Benefit Policy / Personal accident insurance scheme, whichever is applicable. 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 Corporation' is as defined as per the ESI Act

3. Maternity Benefits:

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.

4. Professional Memberships:

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

5. Tata Sons & Consultancy Services Employees' Welfare Trust (TWT): You will become a member of the TWT, on completion of continuous service of one year from the date of joining TCSL and a nominal annual membership fee of **Rs. 250/-** will be recovered from you. The Trust provides financial assistance by way of grants / loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.



RETIRALS

1. Provident Fund:

You will be a member of the Provident Fund as per the provisions of “The Employees Provident Fund and Miscellaneous Provisions Act, 1952”, and TCSL will contribute 12% of your basic salary every month towards Provident Fund, as per the provisions of the said Act.

You are required to submit your Universal Account Number (UAN), if any, issued by your previous employer on the Declaration Form (Form 9) so as to link your UAN with TCS PF / Pension account.

2. Employees' Pension Scheme:

Your enrolment under the Employees' Pension Scheme will be based on the details you provide under the Declaration Form (Form 9) at the time of joining TCSL.

3. Gratuity:

You will be entitled to gratuity as per the provisions of the Gratuity Act 1972.

Terms of Employment:

1. Relevant Experience:

As per the recommendation of our management review panel, out of your total experience, **3.52** years are being considered to be relevant to the business of our organization.

At the time of Induction, your experience from date of management review by TCS (while in service with current employer) till the date of relieving from your current employment will be added to your total & relevant experience subject to signing of declaration to that effect followed by validation of relevance of your experience during Background Check process.

2. Probation Period:

You will be on probation for 3 Months. Your confirmation will be communicated to you in writing. TCSL reserves the right to terminate your employment in case your performance, behavior and / or conduct during the probation period is found unsatisfactory.

3. Working Hours:

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

4. Mobility:

TCSL reserves the right to transfer / utilize your services at any of its offices, work sites, or associated or affiliated companies in India, or outside India, on the terms and conditions as applicable to you at the time of transfer.

5. Increments and Promotions:

Your performance and contribution to the company will be an important consideration

Private and
Confidential
TCSL/2035256

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Brigade Bhuvanik 1, ITPL Road Whitefield, Bangalore - 560066
Tel no : 91 80 61396172 Website www.tcs.com
Registered Office Nirmal Building 9th Floor Nariman Point Mumbai - 400021.

5



for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion Policy.

6. Alternative Employment:

As a full-time employee of TCSL, you are not permitted to undertake any other business, assume any public office, honorary or remunerative, without the written permission of TCSL.

7. Confidentiality, Data and Intellectual Property Protection:

As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of TCSL and its clients.

The detailed Confidentiality related terms and conditions are set out in Annexure 4.

8. 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.

9. Overseas Agreement / International Assignment Agreement: If you are on international assignment, you will be covered by the TCSL International Assignment policy from the date of deputation.

Accordingly, you will be required to sign the applicable Overseas Deputation / International Assignment Agreement(s). In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better.

If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

10. TATA Code of Conduct:

You are required to sign the TATA Code of Conduct and follow the same in your day to day conduct as an employee of TCSL

Private and
Confidential
TCSL/2035256

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Brigade Bhuvanika Icon, ITPL Road Whitefield, Bangalore - 560066
Tel no : 91 80 61396172 Website www.tcs.com
Registered Office Nirmal Building 9th Floor Nariman Point Mumbai - 400021.

6



11. Notice Period:

This contract of employment is terminable by you by giving 90 days' notice in writing to TCSL. 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.

This contract of employment may be terminated by TCSL by giving you 90 days' notice or payment in lieu thereof.

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.

12. Retirement:

You will retire from the services of the Company on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

13. Employment in India:

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and or any other permissions and / or documentation as prescribed by the Government of India for permanent employment with TCSL. Keeping your permit / permission up to date during the course of employment with TCSL and submitting a valid copy of that to TCSL is your responsibility.

14. Medical Certificate of Fitness:

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL), issued by a registered medical practitioner having a minimum qualification of MBBS, to the Induction coordinator.

15. Background Check:

Please initiate your background check within 5 days of your offer acceptance. Your background check initiation is complete only when you initiate your BGC online at

www.tcs.com/careers/lateral-hiring and submit all the relevant documents for background check online.

An agency will check the credentials specified by you in the application form. The process is normally completed within 5 weeks after Background Check initiation. Verification of your last employment is initiated only post you are released. Your offer will be subject to a positive clearance of your background check. For more details on BGC documents submission, please refer to Annexure - 2.

16. Joining Documents:

For a convenient joining process, the joining documents as mentioned in Annexure – 2 should be submitted within 5 days of Offer Acceptance, after due verification against originals. For any clarification on the above, please connect with the point of contact for your joining location as mentioned in Annexure – 2.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Brigade Bhuvanika Icon, ITPL Road Whitefield, Bangalore - 560066
Tel no : 91 80 61396172 Website www.tcs.com
Registered Office Nirmal Building 9th Floor Nariman Point Mumbai – 400021.

Private and
Confidential
TCSL/2035256

7



17. Letter of Appointment:

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

18. Data Privacy:

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 services.

As TCS is a global company, your PI may be shared with entities outside India, limited

for the purposes mentioned above and/or in this offer letter.

In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

19. Terms and Conditions:

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

20. Rules and Regulations of the Company:

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.

21. Compliance to all clauses:

You will be required to fulfill all the terms and conditions mentioned in this letter of offer. Any failure to fulfill any term and / or condition would entitle TCS in withdrawing this offer letter at its sole discretion.

Private and
Confidential
TCSL/2035256

8

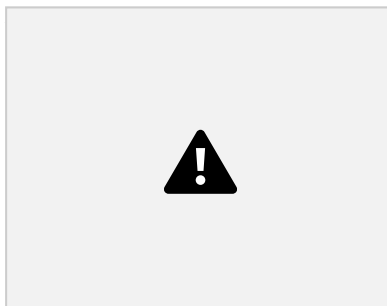


Offer Letter Validity

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

If you accept the offer from TCSL and fail to join within 120 days from the date of offer, the offer will stand automatically terminated.

We look forward to having you in our global team.



Services Limited

[Click Here](#) or use a QR Code scanner from your mobile to validate the offer letter

Girish V. Nandimath

Global Head, Talent Acquisition & Academic Interface



Encl :

Annexure 1: Benefits Gross Salary Sheet

Annexure 2: Document Submission

Annexure 3: List of TCSL Offices

Annexure 4: Confidentiality, Data and Intellectual Property Protection



Private and Confidential
TCSL/2035256

9



Annexure 1

GROSS SALARY SHEET

Name	Mr. Hemanth Kumar Bhuma		
Designation	Systems Engineer		
Grade	C1	Relevant Experience	3.52 years

Table 1: Compensation Details: (All Components are in Rs.)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Monthly	15,000	1,80,000
Bouquet Of Benefits #	29,054	3,48,648
2) Performance Pay		
Monthly Performance Pay	4,300	51,600
Performance Bonus *	3,100	37,200
3) City Allowance	1,200	14,400

4) Annual Components/Retirals		
Health Insurance	NA	7,900
Provident fund	1,800	21,600
Gratuity	722	8,658
Total of Annual Components & Retirals	2,522	38,158
Retention Incentive	NA	30,000
TOTAL GROSS	55,176	7,00,006

Refer to Table 2 for TCSL defined Structure

In case, you wish not to opt for the BoB, Defined Structure as given in Table 2 will be applicable.

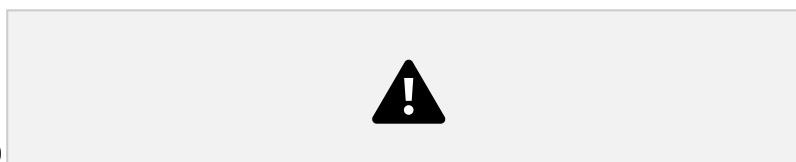
* Amount depicted will be paid-out on a quarterly basis

Table 2: TCSL defined structure for BoB (All Components in Rs.)

Component Category	Monthly	Annual
House Rent Allowance	7,500	90,000
Leave Travel Assistance	1,250	15,000
Food Card	500	6,000
Personal Allowance	19,804	2,37,648
GROSS BOUQUET OF BENEFITS	29,054	3,48,648

Private and
Confidential
TCSL/2035256

10



Annexure 2

Document Submission

List of BGC and Joining Documents

BGC:

- 1. Address Proof** (Ration card/Landline /Telephone bill/Electricity bill/House Lease Agreement).
 - Present and Permanent Address Proof to be attached (If different then provide separate proof).
 - Mobile phone bill not acceptable as Address Proof.
- 2. Identify Proof** (Passport/Voter's ID/PAN card/ Driving License/Aadhar Card).
- 3. Education:** Highest Degree/Provisional Degree Certificate & Highest Degree Mark sheets for all semesters.
- 4. Previous Employment Proof:**
 - Experience Certificate and Relieving Letter from all previous employer(s). It is mandatory that you submit the relieving and experience certificates from your current employer within 30 days of your joining TCSL. Your BGC status will be positive only after successful completion of employment checks including your current employer.
 - Last 3 Salary Certificates.
 - Resignation acceptance letter from current employer.
- 5. Documents to explain gaps during Employment/Education:** Medical records for gap due to medical reasons / Affidavit with Notary Authorization for gap due to other personal reasons.

Joining:

1. Birth Certificate
2. Standard Xth and XII the mark sheets / equivalents
3. Degree certificate and mark sheets for all semesters
4. Postgraduate Degree certificate and mark sheets for all semesters
5. Passport / Driving License / Ration Card
6. Experience certificate from previous employers indicating the following:
 - Period of employment
 - Technology areas you have worked on
 - Certificates for any training provided by your previous employers in various technologies
 - Release letter and experience letter from current and all previous employers indicating date of release
7. PAN card
8. Medical certificate of fitness
9. Work permit or any other documentation required to take up permanent employment with TCSL
10. Two passport size photographs
11. Aadhar Card

Please mention your EP Reference number on all the documents and also carry originals of the joining documents for verification. Please take a prior appointment with the Regional Point of contacts mentioned in Appendix 2.





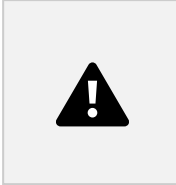
Annexure 3

Regional Offices

TCS Careers Serviceline: 1800 209 3111 (Monday to Friday: 8:00 AM to 8:00 PM) Email: careers@tcs.com		
Ahmedabad TATA Consultancy Services Limited GARIMA PARK,IT/ITES SEZ, PLOT # 41, Gandhinagar – 382007 Tel: 079 - 61705709	Bangalore Tata Consultancy Services Limited Brigade Bhuwalka Icon ITPL Road Whitefield, Bangalore Karnataka - 560066 Tel: 080 61396172	Bhubaneswar TATA Consultancy Services Limited IT/ITES Special Economic Zone, Plot 35, Chandaka Industrial Estate, Patia, Chandrasekharapur, Bhubaneswar 751 024 Tel: 033-66537137
SPOC: Fiza Amin Saiyed	SPOC: Shijimol SV	SPOC: Dipika Sarkar
Joining: fizaamin.saiyed@tcs.com	Joining: shijimol.sv@tcs.com	Joining: sarkar.dipika@tcs.com
BGC: raghuraman.senguthar@tcs.com	BGC: gobika.v@tcs.com	BGC: debarun.1@tcs.com
Chennai TATA Consultancy Services Limited A1 Module, 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tel: 044-66162209	Delhi TATA Consultancy Services Limited 5th Floor, PTI Building, 4, Parliament Street, New Delhi 110 001 Tel: 011-66506283	Hyderabad TATA Consultancy Services Limited Deccan Park No.1, Software Units Layout, Madhapur, Hyderabad 500 081 Tel: 040-66673510
SPOC: Dominica Lourdu	SPOC: Geetika Bhutani	SPOC: Naushad Alam
Joining: dominica.lourdu@tcs.com	Joining: bhutani.geetika@tcs.com	Joining: n.alam@tcs.com
BGC: BALAKRISHNAN.N@tcs.com	BGC: gobika.v@tcs.com	BGC: kumanan.m@tcs.com
Kochi TATA Consultancy Services Limited TCS Centre SEZ Unit, Infopark PO, Kochi - 682042,Kerala Tel: 0484-6187117	Kolkata TATA Consultancy Services Limited ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3, Action Area - II, New Town Calcutta - 700156, West Bengal Tel: 033-66537137	Lucknow TATA Consultancy Services Limited TCS Awadh Park, Vibhuti Khand, Gomti Nagar Lucknow 226 010 Tel: 0522-6661135
SPOC: Varun V	SPOC: Dipika Sarkar	SPOC: Geetika Bhutani
Joining: v.varun5@tcs.com	Joining: sarkar.dipika@tcs.com	Joining: bhutani.geetika@tcs.com
BGC: gobika.v@tcs.com	BGC: debarun.1@tcs.com	BGC: gobika.v@tcs.com
Mumbai TATA Consultancy Services Limited Atithi Building, Yantra Park, Pokhran Road No. 2, Subhash Nagar, Thane West 400601 Tel: 022-67782616	Pune TATA Consultancy Services Limited Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune 411 057 Tel: 020-67943058	Thiruvananthapuram TATA Consultancy Services Limited Peepul Park, Technopark Campus, Kariyavattom P.O. Thiruvananthapuram 695 581 Tel: 0471-6624569
SPOC: Shreyas Khopkar	SPOC: Sugandhi Koul	SPOC: Varun V
Joining: shreyas.khopkar@tcs.com	Joining: Sugandhi.koul@tcs.com	Joining: v.varun5@tcs.com

Private and
Confidential
TCSL/2035256

12



Annexure 4

Confidentiality, Data and Intellectual Property Protection

1. Confidential Information

“Confidential Information” shall mean all Inventions and Know-how, information and material of 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

Private and
Confidential
TCSL/2035256

13



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 TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any “artist’s rights” or “moral rights”, which Associate might otherwise have in such intellectual property rights.

4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS’s business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of Third-Party material

Associate expressly agrees that Associate shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS;

- a) Use any Third-Party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having

proper authorisation or license or approval of the respective owner of such intellectual property rights.

- b) Participate in any activity for creation (including conception, design, development, testing, implementation, support or marketing) of any Intellectual Property for or on behalf of TCS or its affiliates if Associate has been exposed, directly or indirectly, to any Third Party IP which is in the same subject area (such as research area, technology or application area) as or which is same or similar to the Intellectual

Private and
Confidential
TCSL/2035256



14



Property or any portion thereof, to be so created, unless;

- i. Associate has expressly declared to TCS in a prescribed form whether such exposure was owing to publically available information or under and subject to any agreement; AND
 - ii. TCS has expressly confirmed to the Associate that TCS has proper authorization or license or approval of the respective owner of such Third-Party IP to use the same in Intellectual Property or portion thereof to be created and authorized in writing Associate's participation in such activity.
- c) Knowingly access, make reference to or use any Third Party IP (except as permitted under Section 5(a), directly or indirectly, during the period of association with the creation (conception, design, development, testing, implementation, support or marketing) of TCS Intellectual Property or portion thereof, which is in the same subject area of TCS Intellectual Property or which is same or similar to such TCS Intellectual Property or portion thereof being created. In case, Associate access or is exposed to any such Third-Party IP during such association, Associate shall promptly bring it to the notice of TCS IP asset owner or TCS project manager in writing and immediately cease to participate in any such activity.

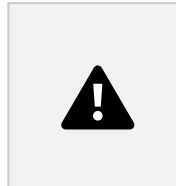
6. Security policies and Guidelines.

- 6.1 Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Information Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.
- 6.2 Associate acknowledge and agree that in the course of, and as a result of his/her engagement with TCS, Associate will have access to, obtain or come across personal data or information of other TCS Associates or Clients, including without limitation, sensitive personal data or information (collectively "Personal Data and Information") within the meaning of the applicable Indian Law and Rules or any other applicable Law, directive or regulation anywhere in the world. In respect of any such Personal Data and Information accessed, obtained, 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’ 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

Private and
Confidential
TCSL/2035256

15



- 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’ 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:

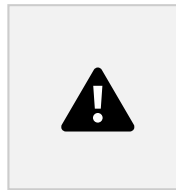
- a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.
- b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.
- c) will bring to the notice of HR of the Unit to any circumstances 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.
- e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non Disclosure obligations.
- f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access

Private and
Confidential
TCSL/2035256



16



the customer network if so, mandated by the Customer).

- g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of the Confidentiality Clause by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

- a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.
- b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1996 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

Private and
Confidential
TCSL/2035256



17



- c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.
- d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.
- e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.
- f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of employment of the Associate with TCS and shall continue thereafter in perpetuity.



Private and Confidential
TCSL/2035256



भारतीय डाक
Indian Post

DEPARTMENT OF POSTS- INDIA

MP. ID NO:50049856



K.NAVEN KUMAR

ABPM

punnepalli BO a/w Menakur SO

Gudur-524101

D.O.B:10-05-1994

**Superintendent of Post Offices
Gudur Division, Gudur-524101**



SURESH M



K. D. Singh
Authorised Signature

Employee Code : 0172
Blood Group : B +ve
Emergency No : + 91 8179454621



CONGRUENT IT SERVICES PRIVATE LIMITED

1st Floor, North Wing, Central Square 1,
C28-C35, CIPET Road,
Thiru Vi Ka Industrial Estate, Guindy,
Chennai – 600 032.

Ph : + 91 99529 66118

www.congruentglobal.com



SRI HARSHINI DEGREE & P.G. COLLEGE

(Affiliated to Acharya Nagarjuna University)

LAWYERPET, ONGOLE.

Cell : 92464 62444

D. Anjaneyulu, M.Sc
Principal

Date: 12/01/2021

SERVICE CERTIFICATE

This is to certify that **Miss. MARY BLESSINA** D/O G. TITUS has been working as a Lecturer in ENGLISH for the last 1 year.

PRINCIPAL

PRINCIPAL
Sri Harshini Degree & P.G. College
ONGOLE.

G. Mary Blessina

N.Venkata Subbaiah- MBA- 2017-18



Nuthanapadu Venkatasubbaiah

Role - Accounts Assistant

ID - QS2171512

System generated Digital ID card

P.Jakeer Ahmad- MBA-2017-18



G.Sandeep- MBA-2017-18



Offer : Computer Consultancy
Ref : TCSL/EP2023CN2041904/ Hyderabad/2054452
Date : 27-FEB-2023

Mr. Sandeep Gangisetty
7-16-87/1, Sunkamma Bazar,
Giddaluru, Prakasam District
Giddaluru, Andhra Pradesh, India
Tel No.: 8341516000

Sub: Letter of Offer and Terms of Employment

Dear **Mr. Sandeep Gangisetty,**

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 employment.

This offer is based on your profile, relevant work experience and performance in the selection process. You have been selected for the position of Systems Engineer in Grade C1 at TCS - Hyderabad. Your gross salary including all benefits will be Rs. 8,50,016/- per annum. Annexure 1 provides a break-up of the compensation package.

Kindly confirm your acceptance of this offer on-line through the option 'Accept Offer letter' and propose your tentative date of joining. If not accepted within 7 days, this offer is liable to lapse at the discretion of TCSL. Please initiate your Background Check and submit required documents online within 5 days of your offer acceptance. Kindly note that your Offer is subject to a positive background check.

On joining and successful completion of joining formalities, you will be issued a Letter of Appointment by TCSL.

Entro Labs IT Solutions Pvt.Ltd.

27-17-62/6, Near Addavanthana,
A S R Nagar, Bhimavaram-534 203
Email : hr@entrolabs.com



5th Feb 2021
Vijayawada

Dear **Mr. S.G.Vinay Kumar**

We are pleased to confirm our offer of employment to you as **Jr Software Developer** with **Entro Labs IT Solutions Pvt.Ltd.** starting from **1st March 2021**, At **EntroLabs**, one of our goals is to afford all our people the opportunity to pursue their careers, to achieve their personal best, and to balance their personal and professional goals. We value your abilities and believe you will find our work environment to be challenging and fulfilling.

Salary(on Cost to Company) –Your salary on a ‘Cost to Company(CTC) basis’ will be as per the details here in enclosed under annexure I. Your growth and increase in salary depend solely on your performance and contribution to the company.

Performance Bonus Scheme – You will be eligible to participate in the company’s Performance Bonus as per the company policy, provided you are on the rolls of the company at the time of pay-out. The annual performance bonus payable shall be pro-rated to your completed months of service with the company. Performance Bonus is payable only if you are on the rolls of the company for at least 12 months during the relevant calendar year.

No Moonlighting -- While employed by the Company, Employee agrees that Employee will not accept any other part-time employment or consulting work or render any professional services, without the Company’s prior written consent.

Annual Leave/Public Holidays – You will be eligible for 15 paid leaves of vacation and 9 public holidays. And these leaves are valid only if priority intimated, otherwise it results in deduction of salary.

Probation–You will be on probation for a period of 3 months. The period of probation can be extended at the discretion of the Management and you will continue to be on probation till an order of confirmation has been issued in writing. Based on your performance your services will be confirmed with the company in written after 3 months.

Full time employment - Your position is a full time employment with the Company and you shall devote yourself exclusively to the business and interests of the company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with the company, without permission in writing of the Board of Directors of the Company. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.

Responsibilities & Duties - Your work in the organization will be subject to the rules and regulations of the organization as laid down in relation to conduct, discipline and other matters. You must effectively perform to ensure results. During your employment with the company you should be able to work on any project that you are assigned to, irrespective of technical platforms/skills and nature of the project. If necessary, you may also be required to work in shifts. Failing to do so can lead to termination of employment without notice.

Intellectual Property - If you conceive any new or advanced method of improving designs/ processes/ formulae/ systems, etc. in relation to the business/ operations of the Company, such developments will be fully communicated to the company and will be, and remain, the sole right/ property of the Company.

Governing Law – The terms and conditions stipulated above shall be interpreted in accordance with the laws of India. In the event of any dispute, the parties shall submit to the exclusive jurisdiction of the Courts of India.

Confidentiality – The terms of your employment are strictly confidential between you and the Company. Discussion of your compensation with any other party or employee will constitute grounds for dismissal.

Condition of Hire – All appointments are based on the information furnished by you in your employment application and all further declarations and undertakings. Hence, any false statement or information furnished as above will lead to your dismissal without notice.

You hereby warrant that you are not in breach of any contract with any third party or restricted in any way in your ability to undertake or perform the duties of your employment.

You also warrant that you will be fully responsible for any personal liabilities that may arise as the result of an agreement between you and any third party and that the company will in no way be concerned with such liabilities.

Regardless of any secondment to any other Entro Labs entities or where you may be required to work overseas for any such Entro Labs entities for an extensive period, you shall at all times remain an employee of the Company exclusively and shall not be entitled to any such foreign salary or benefits (including medical insurance, green card sponsorship etc.) payable or applicable to employees of such other Entro Labs entities other than the salary and benefits specified in this offer letter or the salary and benefits that may have been decided by Entro Labs and communicated to you.

You will not in any way pledge the credit of the Company or expose the Company to any pecuniary liabilities or obligations nor shall you advance moneys or give credit to any person without the prior written consent of the Company.

If at any time, in our opinion, which is final in this matter you are insolvent or found guilty of dishonesty disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us detrimental to our interest or violation of one or more terms of this letter, your services may be terminated without notice.

Notice Period/Termination –

Employee's employment will continue indefinitely until terminated by either party

By Employee:

1. **Employee Notice Period-** Employee may terminate Employee's employment pursuant to this Agreement with at least **sixty (60) days** prior written notice (the "Employee Notice Period") to the Company. Upon termination by Employee under this section, the Company may, in its sole discretion and at any time during Employee Notice Period accept the resignation and terminate the employment effective before the completion of the notice period. Employee shall not take any vacations during the Notice Period without the prior consent of the Company.

2. **Liquidated Damages-** If Employee does not give notice as provided before terminating his employment pursuant to this Agreement, Employee agrees to pay to the Company as liquidated damages, not as a penalty or fine, an amount equal to the remainder of notice period not served in terms of the Employee's then current Base Salary. Employee agrees that should he or she not provide the notice required then the company has rights to deduct the amount from his full and final settlement.

By the Company:

1. **With Cause-** The Company may terminate Employee's employment pursuant to this agreement for Cause, as defined below, immediately upon written notice to Employee.

Cause- "Cause" shall mean any of the following:

1. Any act, failure to act, conduct, pattern of conduct, or condition injurious or potentially injurious to the business or reputation of the Company
2. Any conviction for a misdemeanor or felony the circumstances of which are substantially related to the circumstances of Employee's job
3. Employee's commission of any material act of dishonesty or disloyalty involving the Company or a Company client
4. The failure to perform substantially his or her duties for the Company or a Company client, which failure remains uncured seven (7) days after written notice from the Company of the failure
5. Theft or fraud by Employee with respect to the business of the Company or a Company's client
6. Any material breach of this Agreement or Employee's insubordination, gross misconduct, or material violation of a Company's or Company client's employment policy; or
7. Failure to accept an job assignments in good faith. The Company retains sole discretion to determine whether Cause exists.

Without Cause- For the first three (3) months of employment pursuant to this Agreement, company shall treat the employee under a probationary period during which time the notice period to terminate employment will be one (1) month written notice. The Company may terminate Employee's employment pursuant to this Agreement without cause at any time after the 90 days probationary period with at least thirty (30) days' prior written notice ("Company Notice Period") to Employee.

Please confirm your acceptance of the appointment on the above terms and conditions by signing and returning this letter for our records.

We look forward to having you in **Entro Labs IT Solutions Pvt.Ltd.**

Yours Sincerely,
Entro Labs IT Solutions Pvt.Ltd.

Manager, Recruitments

{ } I accept the offer and confirm that there have been no other commitments made during the hiring process other than those specified in the offer letter. (Example – on onsite opportunity, compensation, promotion and salary hike)

{ } I accept the offer but would like to mention that the following discussions have been had during the hiring process Please mention commitments:.....
:.....
.....

I have read the contents of this letter and accept all the terms and conditions of this offer and the enclosed annexure I, II. in their totality and also confirm that I shall not be legally or otherwise entitled to any other perquisites, facilities, benefits, etc. than the mentioned in the same, either monetary or otherwise, unless and until the Company specifically agrees in writing, herein after.

Name: Signature.....

Annexure I – Salary Details

Annexure II – Documents to be submitted at the time of Appointment

Signature : _____

Date : _____

ANNEXURE I

Payroll pattern:

Name	Mr. S.G.Vinay Kumar
Designation Offered	Jr Software Developer
Total Cost to Company	3,24,000/- Per Annum
Location	Vijayawada

Any request for relieving form your end before 30th Sep 2020 (for any reason) is subjected to approval by M/s Entro Labs IT Solutions Pvt.Ltd. : In case of which final decision on documents and due clearances (payrolls/allowances/bonus) will be the discretion of M/s Entro Labs IT Solutions Pvt.Ltd.

All the proposed allowances, incentives and increments w.r.t your pay scale are subjected to the discretion of M/s Entro Labs IT Solutions Pvt.Ltd. based on your performance and participation.

M/s Entro Labs IT Solutions Pvt.Ltd. reserves the rights to take a decision in regards to the continuation of your roles at any moment during your term: The necessary clearances and adjustments in the current/due payroll (In case of relieving/termination) be consolidated only after 3 consecutive months from the date of the activity.

This is subjected to the proper evaluation and analysis of performance, project engagement, and reported concerns (if any).

Performance Bonus: In addition to the base salary, you will be eligible for an Quarterly Performance Bonus. This is a discretionary bonus and is made at the sole discretion of the Company. Kindly note that annual performance bonus will only be paid to associates who are on Entro Labs rolls at the time of disbursement. Please read carefully the clause explaining performance bonus scheme in the offer letter.

In the event you are separated from the services of the Company for any reasons whatsoever, payment of performance bonus shall be at the sole discretion of the company.

Signature

Date

ANNEXURE II

INFORMATION:

List of documents that you are required for our records (Please bring originals along with a photo copy of all documents, and one Original has to be submitted and will be returned during termination of the Employee)

QUALIFICATION:

- Xth certificate photo copy
- XIIth mark sheet and certificates
- Graduation mark sheets and certificates
- Any other relevant Certificates

ADDITIONAL:

- Address Proof (Aadhar Card ,Ration Card, Residence Proof)
- Passport : All pages 1 set
- Photo identity proof (driving license, PAN card)
- 5 recent passport size Photographs

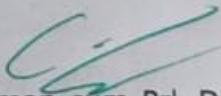
OTHER INFORMATION:

As part of Entro Labs, you will be required to adhere to safety and work place attire norms. This involves

- Should come in formal wear for the first 4 days.
- Wearing a helmet if riding a motorbike/scooter and seat belt in a car.
- No driving/riding under the influence of drugs or any other intoxicating substance.
- Non adherence of safety norms will result in non-payment of accidental insurance.

Sl. No.	Name of the Police Station	Nomination of Para-Legal Volunteers attached to each Police Station.
1.	Vedayapalem Police Station	1.M.Penchala Narasaiah, MCA
		2.A.Penchala Reddy, MCA
		3.Navuru Prasanthi, MSW
2.	Nawabpeta Police Station	1. K. Nagaiah, B.A.
		2.Pasala Genugopal, BCA
		3.P. Surendra, ITI
3.	Kovur Police Station	1.N. Sreeja, B.A., LL.B.,
		2.Sk. Nayab Basha, M.Com
		3.Kanaparthi Anil, M.A, B.Ed.,
4.	Gudur I Town Police Station	1.G. Rama Subbaiah, B.Tech.,
		2.A. Naveen, B.Sc. Computers
		3.Sk. Firdose, Degree
5.	Naidupet Police Station	1.Mungara Varaprasad,
		2.A. Anand Babu, Diploma
		3.P.Kiran Kumar, MBA.

All the Para-Legal Volunteers, who are nominated for the respective police stations are hereby directed to submit weekly report to DLSA, Nellore on the work done during the week along with attendance sheet duly mentioning the time of attending and time of leaving the police station on each day and the attendance sheet will be counter signed by the Station House Officer of respective police station.


 Chairman-cum-Prl. District Judge,
 District Legal Services Authority,
 Nellore.

To
 The Secretary, DLSA, Nellore
 The Chairmen of respective MLSCs in the District.
 All the nominated Para Legal Volunteers – through the Secretary, DLSA, Nellore/
 Chairmen of respective MLSCs in
 the District.

Copy to The Station House Officers of respective Police Stations.

copy submitted to the Honorable member
 Secretary, APSLSA, Amaravati.

Dis no: $\frac{257}{23/2/202}$



**PROCEEDINGS OF THE CHAIRMAN-CUM-PRL. DISTRICT JUDGE,
DISTRICT LEGAL SERVICES AUTHORITY, NELLORE.**

PRESENT : Dr. C. YAMINI,
Chairman-cum-Prl. District Judge,
District Legal Services Authority, Nellore.

Dated this the 22nd day of February, 2023

Sub:- District Legal Services Authority, Nellore – Missing Children-
Legal Services at Police Stations through Para Legal
Volunteers (PLVs) under Pilot Scheme – Nomination of
PLVs to each identified station – Orders – Issued.

- Ref:- 1.Directions of Hon'ble Supreme Court of India in Writ
Petition (Civil) No.427/2022, dated 19.09.2022
Communicated by the Hon'ble A.P. State Legal Services
Authority, Amaravathi in ROC No.75-L3/APSLSA/LSW/2022
Dated 03.12.2022.
2.Notification issued for selection of PLVs vide Notification
No.04/2022 in Dis. No.1590, Dated 07.12.2022.
3.Proceedings of Hon'ble Chairman-cum-Prl. District Judge,
DLSA, Nellore in Dis. No.245, dated.22.02.2023.

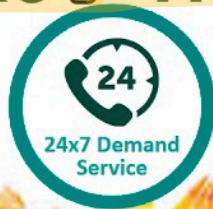
Pursuant to the directions of Hon'ble A.P. State Legal Services Authority,
Amaravathi, vide in the reference 1st cited, the Chairman-cum-Prl. District Judge,
District Legal Services Authority, Nellore, is pleased to pass the following

ORDER :

As directed by the Hon'ble Supreme Court of India, a Pilot scheme is to be
implemented under which Para-Legal Volunteers (PLVs) are to be deputed to the
police stations in three shifts in regard to rendering assistance in the cases of
Missing Children. Following the directions of Hon'ble Supreme Court of India and
the Hon'ble A.P. State Legal Services Authority, Amaravathi, the District Legal
Services Authority, Nellore has identified five police stations in the Nellore District
Unit and the PLVs are nominated for each identified police Station as detailed
hereunder, to work at the Police stations in Three shifts, on rotation basis.

BRAHMAM
+91 97039 73349

smiley TOURS / TRAVELS



⊗ HOSPITALITY SERVICES ⊗ LOCAL SIGHT SEEING ⊗ OUT STATION ⊗ PACKAGE TOURS

SMILEY TOURS AND TRAVELS
NELLORE- 524 002

BRAHMAM

M+91 97039 73349

Self Employment Declaration

I, Mr. A.Naga Brahmam submit that I am holding a Transport office by name Smiley Tours and Travels, employing two persons as drivers for both Car and Mini Truck. I declare my average income of Rs.60000/- per month.

Date: *Nellore*

Place: *28/01/2023*

A. Naga Brahmam

(A.Naga Brahmam)



Kandukuri
FAMILY SHOPPING CENTRE



సంపూర్ణ ప్రపంచం  **కందుకూరి**
ఫ్యాషియన్ షాపింగ్ మాల్





SUVARNA
TECHNOSOFT



P Ashok

Emp ID: STPL231

Jal Jeevan Samvad

September | 24th Edition | Year 2022



Har Ghar Jal
Jal Jeevan Mission

Building Partnership
Changing Lives



REF: AFL/HR&ADMN./2019-20

Date: 29-02-2020

To,
Mr. P. Munaswamy
S/o Kandaiah
Pittivanipalli,
Chittamur (Manadal)
SPSR Nellore – 524403
Mobile No.8374674784

Dear Munaswamy,Sub: - Offer letter for the post of **Trainee Technical Sales Officer.**

This is reference to your application and subsequent discussions you had with us, we are pleased to offer you for the position **Trainee Technical Sales Officer.**

Please sign the enclosed copy of this letter as a token of your acceptance of this offer. A detailed Appointment order will be issued at the time of your joining.

You may report for duty to Mr. S.Mohanty, GM-Marketing on or before 30th June 2020 failing which the offer stands withdrawn.

Best wishes,

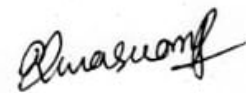
For AVANTIFEEDS LIMITED



(S.T. RAO)
MANAGER – HR & ADMN.

Accepted

Signature:



Date of Joining:

30/06/2020

Feed Manufacturing Plant :

KOVVUR - 534 350, West Godavari Dist,
Andhra Pradesh, India.

☎ 08813 231541, 231588, ☎ 08813 231421

✉ feedunit1@avantifeeds.com

Cable : PRAWNFEEED

**Corporate Office:**

G-2, Concorde Apartments, 6-3-658, Somajiguda,
Hyderabad - 500082, Telangana State, India.

☎ +91(40) 23310260/61 ☎ +91(40) 23311604

🌐 www.avantifeeds.com

✉ avantih@avantifeeds.com

Registered Office:

Flat No. 103, Ground Floor, R Square
Pandurangapuram,

Visakhapatnam - 530003,
Andhra Pradesh, India.

CIN : L16001AP1993PLC095778



SHAMROCK

SHAMROCK



Name : **Pramelia P**

Emp. Code : 201142

B. Group : B+

**Proceeding of the Managing Director, APTIDCO, Vijayawada
Present Sri. B.M. Diwan Mydeen, IFS.,**

Rc.No.216/APTIDCO/SLTC&CLTC/2018, Dated: 06.12.2018

Sub:- APTIDCO - Establishment - Contractual Services - Appointment of Experts/Specialists in State Level Technical Cell (SLTC) & Experts/Specialists in City Level Technical Cell (CLTC) - Place of posting orders issued - reg.

- Ref:-** 1. Lr.No.N-11015/1/2018,HFA-III-UD/FTS-9034827
Dt.03.08.2018 of the Director, HFA-5, Ministry of Housing and Urban Affairs, GoI.
2. Advertisement in local news papers on 10.09.2018 Eenadu & Andhrajyothy vide Lr. NO.33 / APTIDCO / SLTC /2017 Dt.06.09.2018.

@@@

In continuation of the references 1st and 2nd cited above, the following orders are issued.

ORDER:

In pursuant to the orders in the references cited, the individual noted in the table is selected and posted as detailed below.

Sl No	Name of the Candidate	Designation	Appointed in ULB and District	Remuneration fixed in Rs/- per month
120	KATLA RAMANAIAH	CBS	Sullurupeta of SPSR Nellore District	35000

Terms and Conditions

- The individual should report in HoD Vijayawada with in the 7 working days on receipt of the appointment order failing which the candidature of the individual is deemed to be cancelled.
- The post is purely temporary and the tenure of the post is one year only.
- The Mission Directorate, State level Nodal Agency (GoAP) has every right to terminate or reject the candidature at any point of time without any prior notice.
- The individual should execute the agreement in submitting the Non-Judicial Stamps worth Rs.110/- with the conditions laid down in the agreement.

- If any fake or fraudulent certificates produced come to light after the date of appointment, the criminal proceedings will be initiated against the individual.
- The individual is informed that, the above remuneration is fixed and no extra allowances will be paid to the individual.
- The individual at his/her working station has to discharge the duty on the instructions of the Municipal Commissioner in ULB as the Functional Authority and the Project Officer, APTIDCO, will be the Administrative Authority in the district concerned.

The Project Officer concerned is instructed to intimate the date of the joining of the individual in the ULB.

Encl: 1) Agreement
2) Declaration by the Candidate.

**Sd/-B.M.Diwan Mydeen,
Managing Director,
APTIDCO, Vijayawada**

To the individual.

Copy to the Municipal Commissioner, Sullurupeta ULB of SPSR Nellore district for information and necessary action.

Copy to the Project Officer, APTIDCO, SPSR Nellore District for information and necessary action.

// Attested //

06/14/18
**General Manager, Admin.,
APTIDCO, Vijayawada.**

06/14/18
6/14/18



GOVERNMENT OF ANDHRA PRADESH

Municipal Administration & Urban Development Department

AP TOWNSHIP & INFRASTRUCTURE DEVELOPMENT CORPORATION



APTIDCO

4th Floor, NTR Administrative Block, PNBS RTC Complex, Vijayawada-520 002.

www.aptidco.com e-mail : aptidco@gmail.com

IDENTITY CARD



Name : **KATLA RAMANAIAH**

Designation : **CAPACITY BUILDING SPECIALIST-CLTC**

Emp. Id. No. : **603272**

Contact : **9493511086**

APTIDCO

Chitturi Sridhar, IAS,
Managing Director

Bill

SANJEEVANI DEGREE COLLEGE

Proc. No. APSCH/SECY/ACAD-3/NDC 2014-2015/VSU/1212/2014 dt.01/07/14

Proc. No. VSU/Sanjeevani/Temp.Affiliation Order/2014-15 dt. 22/08/2014

207/1, CHEMUDUGUNTA (PO), VENKATACHALAM (M), NELLORE (DT)

TO WHOM SO EVER IT MAY CONCERN

This is to certify that Kum.**SK RUBINA ROSHAN**, M.Com D/o SK ARIF JUNAIDI working in Sanjeevani Degree College as an Assit.Lectuter in the department of Commerce from 01/06/2018 till to the date as regular lecturer.

The services rendered by her satisfactory and her character is good to the best of my knowledge. She is paying a consolidated sum of Rs 10,000 (Rupees ten thousand only) per month.



PRINCIPAL
SANJEEVANI DEGREE COLLEGE
NELLORE.



GOVERNMENT OF ANDHRA PRADESH
MUNICIPAL ADMINISTRATION DEPARTMENT

WARD VOLUNTEER

IDENTITY CARD

ID No: 9052019196047684223



Name: S. Shah

Ward Secretariat : 32/2

Municipality / Corporation : Nellore

Phone No: 9160762326

Volunteer Signature

Municipal Commissioner

GOVERNMENT OF ANDHRA PRADESH

PANCHAYAT RAJ & RURAL DEVELOPMENT DEPARTMENT



VILLAGE VOLUNTEER

IDENTITY CARD

ID : 009161313

Name : **CH.VENKATA HEMANTH
RAJA**

Village Secretariat : **Mudivarthi**

Mandal : **Vidavalur**

District : **SPSR Nellore**



Ch. v. h. Raja
Volunteer Signature

MPDO



SRI CHAITANYA JUNIOR COLLEGE

Recognised by the Govt. of A.P. Rc. No. 017/E 2-4/2002-03
Dhanalakshmpuram, NELLORE - 524 002.

Principal

Date :

Salary Certificate

This is to certify that **yerraboina priyanka d/o**
balaraju working as **botony ji** in our institutions from 2017 to
2020. She drawing Net Salary of **Rs.10000/- (Ten Thousand Only)**.

Details given below -

As per Salary Account - 10000/-

Total - **10000/-**

Principal

PRINCIPAL
Sri Chaitanya Junior College
Sri Nagar Colony, Kakka City,
C - Code : 08133
NELLORE - 524 002