



Trainee- Offer Inbox



Recruitment Anthea 6/5/2022

to me, Ranjit, krishnavenij153, g... ▾



Dear Mr. V Hareesh,

Congratulations!! Welcome to **Anthea** Pharma

As per our personal interaction on 23rd April, 2022 at K U compass, you are selected as a **Trainee - FRD** . You will be paid an amount of Rs. 20,000 per month as a retainer amount which is inclusive of 10% TDS. You will be on retainership for 12 month from the DOJ.

You can join us from 01st June, 2022. Please get in touch with Ms. Sivalakshmi for joining formalities. She can be reachable on 91 8186868022.

Please find below our R& D address.

Anthea Pharma Pvt Ltd
Floor No 1,2 & 3, Shanker Towers, Balanagar,
Diagonally Opp to NIPER
Hyderabad - 500037.

Thanks & Regards,
K Naresh-HRD
Anthea Pharmaceuticals Pvt. Ltd



Checklist - N...oinees.xlsx



Godrej Consumer Products Ltd.

Regd. Office : Godrej One,
4th Floor, Pirojshanagar,
Eastern Express Highway,
Vikhroli (E), Mumbai - 400 079. India
Tel. : +91-22-2518 8010/8020/8030
Fax: +91-22-2518 8040
Website : www.godrejcp.com

CIN : L24246MH2000PLC129806

April 1, 2022

Pendota Bhargava
Placement Office
Manlpa College of Pharmaceutical Sciences

Offer Letter – Scientist

Dear Pendota,

We are pleased to offer you the position of Research Fellow at **Godrej Consumer Products Ltd.** This offer is subject to you successfully completing the final examination at your college, joining us on May 2, 2022 and being found medically fit.

Depending on the needs of businesses and your profile, you may be confirmed on the rolls of Godrej Consumer Products Ltd at **Scientist** designation. You will be on probation for a period of twelve months, which is subject to extension for a further period not exceeding six months, if so desired by us.

Your service is terminable by giving one month of notice during the probation period. However, after confirmation, two months of notice in writing, on either side, is necessary for termination of employment.

Attached is the break-up of the compensation offered to you. A detailed letter of appointment will be issued to you only after you join us. Please send us a duplicate signed copy of this letter indicating your acceptance of the same.

Yours faithfully,
for Godrej Consumer Products Ltd



Isha Goyal
Head HR, CoE

I agree to the above terms and conditions of employment.

Signature



Greetings from Edify:Provisional Offer Letter

Inbox



Manoj Dethan 21/12/2020

to me 



Dear Amala,

With reference to your application and the subsequent interviews, we are pleased to offer you the job for the post of Jr.SAS programmer at Edify Datascience Pvt. Ltd.

Your date of joining will be Jan 18, 2020. The originals of appointment letter will be handed over to you at the time of your joining.

Remuneration: Your annual total employment cost to the company would be **Rs. 5,71,000/-** (Five Lakh Seventy One thousand only). The salary breakup will be detailed in your appointment letter.

Location: Thejaswini, Technopark Campus,
Trivandrum, India

If you intend to accept this offer, kindly sign and return the acceptance letter, and confirm your acceptance within one week from the date of receiving this letter.

Date: April 6, 2022

Ref: LTI/HR/Campus/PG9/2022

Shravya priya badigeru

H.no 13-90, Near town Church, Bank colony, Zaheerabad, Sangareddy district, Telangana

Dear Shravya priya badigeru

EMPLOYMENT AGREEMENT

Subsequent to our discussions and in view of your professional experience and expertise including, but not limited to, academic qualifications and professional background, we are pleased to appoint you as **Post Graduate Trainee** with Larsen & Toubro Infotech Limited (“**Company**”). Outlined below are the terms and conditions of your employment with the Company:

1. APPOINTMENT DATE, JOINING AND DESIGNATION

- 1.1 You will be appointed as **Post Graduate Trainee** in the **Life Sciences (C2) (BU)** and will be associated with our **L&T Infotech - Powai** Office or our proposed SEZ site with effect from **July 4, 2022** which may be modified based on mutual agreement.
- 1.2 At the time of joining, as communicated to you by the Company, please report to **Amruta Ajay Mhatre** at: **HR Shared Services (HRSS) – India Larsen & Toubro Infotech Ltd. 1St Floor, West Wing, Tech Tower 1, Saki Vihar Road, Powai, Mumbai - 400072, India** If there is any change to the requirements of clause 1.2, the same shall be communicated to you in writing.
- 1.3 This employment agreement (“**Agreement**”) shall continue and remain valid and binding on the parties, subject to the terms of this Agreement unless terminated as per the provisions of clause 8 of this Agreement.
- 1.4 Within 10 days from the Appointment Date, you shall be required to submit to the Company, a self-declaration of medical fitness in the prescribed format along with general fitness certificate from a certified doctor. In case you are above the age of 40 years, the continuance of your employment would be subject to the condition that you are medically fit at all times and for that purpose you are required to undergo medical check-up periodically by the authorized medical officer appointed by the Company as and when so ordered.
- 1.5 The company reserves the right to make suitable formal or informal background checks through internal or external agencies at its own discretion and you shall be deemed to have consented to do so. These may include your current / previous employment history, educational/professional credentials and other background checks. Subsequent to your joining the company, if any discrepancy with regard to documentation submitted by you with the company vis-a-vi the background verification report received is discovered, your services are liable to be terminated, apart from legal action that may be initiated against you. The company is under no obligation to provide you the copy of the background verification report and the decision of the company will be final. The Company may, at its discretion, even conduct background verification, at any time during your employment with the Company.

2. PLACE OF WORK

- 2.1 Your place of work will be the offices of the Company at India which may be modified at the discretion of the Company. However, you acknowledge that the Company expects you to be flexible in terms of your place of work and the Company may, therefore, with prior written notice modify and transfer your place of work (temporarily or permanently) to require you to work from home or any other location / country which the

Company considers necessary for you to perform your duties under this Agreement. No consent shall be required to be obtained from you in this regard.

- 2.2 You may be transferred/deputed/ seconded/ assigned to any other location, department, establishment, branch of the Company or subsidiary, associate or affiliate of the Company, in India or abroad, on account of restructuring, merger, takeover or change in control of the Company or otherwise. In such case you will be governed by the terms and conditions of service applicable to the new country and for the duration of assignment in India, you will comply with the terms and conditions of this Agreement. Such transfer will not deem to constitute a change in conditions of service employment. The transfer of the employment on account of the aforementioned reasons shall be on the same terms and conditions along with full continuity of service and shall not attract any payment or compensation to you by the Company. You hereby expressly agree to such transfer.
- 2.3 Any rejection or non-acceptance by you shall be deemed to be a breach of the terms & conditions of employment and subject to disciplinary action including but not limited to termination of your employment by the Company.

3. COMPENSATION AND BENEFITS

- 3.1 In consideration of you rendering the services in accordance with this Agreement, the Company hereby agrees, subject to applicable law and applicable taxes to pay you the remuneration as specified in Annexure A to this Agreement. The monthly base salary will be payable to your bank account as specified to the Company.
- 3.2 The Company will review your performance on an annual basis. You will be eligible for compensation revision as per company policy in force. Salary revisions will be based on individual, as well as company performance.
- 3.3 In addition to the salary that may be due to you, you will also be entitled to other employee benefit plans (if any) maintained by the Company, subject to eligibility requirements of such plans. Nothing in this Agreement shall preclude Company from terminating or amending any employee benefit plan from time to time.
- 3.4 You will not be entitled to any additional compensation in case of loss of office under this Agreement in the event of a merger, restructuring, takeover or change in control of the Company, save for compensation to be provided under applicable law, if any.
- 3.5 Provident Fund. Based on the provident fund rules and regulations, you will be entitled to join the "Larsen & Toubro Officers and Supervisory Staff Provident Fund" from the Appointment Date.
- 3.6 Gratuity. You shall be entitled to gratuity as per the Payment of Gratuity Act, 1972 or the Company's gratuity scheme.
- 3.7 The Company may deduct from your annual salary or any sum paid to you, an amount of social security/ provident fund contribution and any other sum which the Company may be required to deduct as per the applicable laws
- 3.8 Medical Benefits. You will be eligible for medical benefits in accordance with the Company's medical scheme as applicable to the employees at your grade.
- 3.9 All amounts payable by the Company under this Agreement shall be subject to such withholding tax or tax deduction at source, any other taxes, other statutory deductions, if any as may be required under applicable laws. In case the Company is required to deduct tax at source, the same shall be done in accordance with the respective statutes. However, it is your responsibility to meet your tax liabilities in accordance with the applicable laws.

- 3.10 You shall be required to keep your compensation strictly confidential and should not discuss with anyone nor divulge to anyone in any manner whatsoever, except with the prior consent of the Company.

4. REPRESENTATIONS AND WARRANTIES

You hereby represent and warrant to the Company that the following are true, correct, complete, and not misleading, as on the Appointed Date:

- 4.1 This Agreement has been duly and validly executed and constitutes your legal, valid and binding obligation, enforceable against you in accordance with the terms of the Agreement.
- 4.2 You are not bound by any previous agreement in any manner whatsoever from your previous employment that would limit or restrict your scope of ability to work any way for the Company or LTI group of Companies. In the event of you having any obligation binding from your previous employer, you undertake to declare and hold the Company harmless and not responsible thereby releasing the Company from any such dispute related to your previous employment.
- 4.3 You have not been indicted or convicted nor pleaded guilty for violating any central, state or local laws, regulation or ordinance nor have any criminal charges presently pending before any court of law.

5. CONFLICT OF INTEREST

- 5.1 During your employment, you will not, directly or indirectly, whether alone or as a partner joint venture, officer, director, employee, consultant, agent, independent contractor or stockholder of any company, business or other commercial enterprise: (i) engage in any business activity similar in nature to any business conducted or planned by the Company, or (ii) compete in any way with products or services being developed, marketed, distributed or otherwise provided by the Company.
- 5.2 You represent that you have not entered into any previous or contemporaneous agreements which may be in conflict with the terms and conditions of this Agreement, or which would preclude you from fully performing your responsibilities for the Company. You further represent that your performance of all the terms of this Agreement and as an employee of Company does not and will not breach any agreement to keep in confidence proprietary information, knowledge or data acquired by you in confidence or in trust prior to your employment with the Company, and you will not disclose to or induce Company to use any confidential or proprietary information or material belonging to any previous employers or others.
- 5.3 You shall not undertake, whether directly or indirectly any full time or part time employment or operate or manage business of any kind whatsoever, so long as you are in employment with the Company.
- 5.4 During your employment if you become aware of any potential or actual conflict between your interests and those of the Company, then you shall immediately inform the Company about such conflict. Where the Company is of the opinion that such a conflict does or could exist, it may direct you to take appropriate action(s) to resolve such a conflict, and you shall comply with such instructions.
- 5.5 During the course of your employment, you shall not, either directly or indirectly, receive or accept for your own benefit or the benefit of any person or entity other than the Company any gratuity, emolument, or payment of any kind from any person having or intending to have any business with the Company.
- 5.6 You acknowledge that will have access to email, Company assets (desktop, laptop, mobile phones etc.) and other Company infrastructure for which you shall ensure that at all times your use of such facilities meets the ethical and social standards of the workplace. You acknowledge and confirm that you will abide by the corresponding policies relating to access and usage of Company assets. Any breach of such policies will be regarded as material breach of this Agreement and shall be liable for action as per the terms of this Agreement and/or the policies formulated in this regard.

6. ROLES, RESPONSIBILITIES AND OBLIGATIONS

- 6.1 You shall conform to all the rules and regulations in force from time to time and shall carry out all other lawful orders/instructions/directions of your superiors as are given to you in connection with the day to day discharge of your duties while in employment of the Company.
- 6.2 You may, during the course of your employment, be given any assignment in connection with the Company's business that the Company, in its subjective judgment feels is suited for you in light of your background, qualifications and/or experience. You will not refuse to carry out any assignment solely on the grounds that it has not been part of your duties during your employment. You will also not be entitled to any additional compensation for carrying out any job which, in the opinion of the Company, is equivalent to the job you have been assigned earlier.
- 6.3 You shall devote whole of your time, attention, and ability in the utmost good faith, diligence, and best interest of the Company to the highest standards possible and do all in your power to promote, develop and extend the business and policies of the Company. You shall not have any personal association or dealing with the employees, customers, vendors, clients or service providers or any other business affiliates of the Company.
- 6.4 You will conduct yourself in good standing at all times and abide by the law of the land whether in relation to your employment or otherwise. You shall make a full disclosure of all pending legal proceedings, whether initiated by you or being defended by you and which may be civil, criminal or of any other nature before any court of law, forum, or other authority competent to decide the matter. You shall also be required to render a written statement to this effect. In the event, any complaint or proceeding is initiated against you, whether civil or criminal in nature, you will immediately inform the Company of the same and adhere to all the disciplinary procedures as the circumstances may demand.
- 6.5 You hereby agree to provide all such information about yourself to the Company, as required by the Company, including for, facilitating the performance of the functions by you and for administrative as well as record purposes.
- 6.6 You hereby agree, at all times, to act in the best interests of the Company and its affiliates. Further, you shall abide by the code of conduct as prescribed by the Company and shall not engage in any unethical behavior.
- 6.7 You will ensure that you equip yourself with new technology that may be adopted by the Company from time to time. Failure to do so within a reasonable period of the time shall make you liable to have your services terminated.
- 6.8 You shall not use your personal e-mail account and the internet facilities for exchange of any unauthorized data, confidential information, illegal/unlawful activities, etc. and shall take steps and precautions as may be necessary to preserve and protect any proprietary information of the Company and its associates, from publication, reproduction, communication or other unauthorized disclosure to the third parties and shall use this facilities solely for the official purpose and shall not surf any sites for personal use/information during the office working hours.

7. CONFIRMATION

- 7.1 You shall be confirmed in 3 months from the effective start date of your employment with Company.
- 7.2 During this period, the Company may terminate your employment by providing a prior notice of 1 month or by paying you one months salary in lieu of such notice.
- 7.3 If you desire to terminate your employment during period, you shall provide the Company 1 month's prior written notice with reasons for such termination; failing which you are required to pay an amount equal to the unserved notice period as notice pay. The Company may recover an amount equivalent to the notice pay from your salary or the full & final settlement amount payable to you.

8. TERMINATION OF EMPLOYMENT

Termination of contract by either party

- 8.1 Upon confirmation the agreement can be terminated by either party by giving three months' prior notice in writing to the other party or payment in lieu thereof.
- 8.2 If you leave the Company without serving the notice period, in full or part, you will be required to pay an amount equal to the unserved notice period as "notice pay recovery" which will either be recovered from the salary or deducted from the full & final settlement amount payable to you. However, the Company, at its sole discretion, may waive part or full notice period. In the event you leave the Company without serving the notice period in full or fail to pay the notice pay recovery amount in full the Company will be entitled to withhold the relieving letter and will not issue the Experience Letter or any other documents as it deems necessary.

8.3 Termination on account of injury or illness

In the event any injury or accident or illness is caused to you, otherwise than in the course of your duty, you shall be entitled to receive full salary for the 12 months or any shorter period during which such incapacity continues, and if such incapacity continues for longer than 12 consecutive months, the Company shall have the discretion to terminate your employment by 3 months' notice or salary in lieu of such notice and you shall not be entitled to claim any compensation for such termination.

8.4 Termination with cause

The Company shall have the right to terminate this agreement forthwith, without any notice and without any basic salary in lieu of notice period in the event the employee is found guilty of any acts or omissions construed as 'misconduct' under applicable laws this Agreement and/or Company policies including but not limited to completion of mandatory trainings.

8.5 Suspension:

During the course of a preliminary investigation/ disciplinary inquiry, if deemed fit, the Company reserves the right to place you on suspension subject to pay and benefits as per the applicable law. It is clarified that suspension shall not be construed as a disciplinary action and does not imply that any decision has already been made about the allegations.

8.6 Events following termination

- i. The following events shall occur upon termination or cessation of your employment with the Company:
- a. You shall deliver to the Company all documents, tools, plans, drawings, materials, computer, external hard drive and other properties of the Company which may be in his possession or under his control, to the person as nominated by the Company and obtain a 'No Objection Certificate' from all the departments of the Company upon which only you will be relieved from the Company and your account will be settled;
 - b. Without prejudice to any other right available under applicable law, the Company reserves the right to make reasonable deductions from your final salary payment or any other amount due to you, should you fail to return any property of the Company in your possession, or return it in a damaged state, other than due to normal wear and tear;
 - c. All duties of employment (express and implied) will continue during the notice period, including but without limitation, duties of fidelity, good faith and exclusive service. During this period, you may not be employed or engaged in the conduct of any activity for any third party, whether or not of a business nature;

- d. You shall not make any untrue or misleading statements in relation to the Company to any person;
- e. You agree to assist the Company, if required, with respect to any legal proceeding you have been involved with during your employment or which may be instituted by or against the Company in the future for which your assistance may be necessary.
- f. You shall provide all assistance necessary for handover of your duties under this Agreement to any person appointed by the Company in this regard; and
- g. You shall not represent yourself as a representative of the Company or its Affiliates and shall cease to hold any position held as an office-bearer, officer, director, trustee, or member of any internal or any external committees, boards of directors, or other boards, affiliations, as a representative or employee of the Company and shall tender all necessary resignations in this regard.
- h. You acknowledge and agree that you will not directly or indirectly, in any capacity or manner, make, express, transmit, speak, write, verbalize, or otherwise communicate in any way (or cause, further, assist, solicit, encourage, support or participate in any of the foregoing) any remark, comment, message, information, declaration, communication or other statement of any kind, whether verbal, in writing, electronically transferred (including on social media) or otherwise, that may reasonably be construed to be derogatory or critical of, or negative towards the Company or its business or business relationships of the Company or any of their affiliates, investors, employees, directors, agents, or partners including business partners. You acknowledge and agree that the Company may file and seek appropriate remedies before court of competent jurisdiction, at your risks and cost, for violation of this Clause.
- i. Once your employment ceases and all your dues, statutory and contractual, as the case may be, are settled as per the Agreement, Company policies and applicable law, you will release and discharge the Company from any further employee related dues and waive your right of claim in relation to such dues.

9. HOURS OF WORK AND PAID HOLIDAYS

You will observe the working hours and holidays as followed by the department and location to which you are assigned.

You will be required to work in shifts (including night shifts) as and when required in the project you are assigned.

10. LEAVE

The leaves will be notified to you from time to time and will be as per the Company's policy, as applicable to the office, where you are located.

11. EXCLUSIVITY

During your employment, you shall not, be engaged, concerned or interested, either directly or indirectly, in any trade or business or occupation or profession or commitment (either for remuneration or otherwise) in any manner whatsoever that:

- a. Conflicts with your works schedule, duties and responsibilities towards the Company;
- b. Creates a conflict of interest or is incompatible with your employment with the Company;
- c. Impairs or has a detrimental effect on your work performance with the Company; and/or

- d. Requires you to conduct work or related activities on the Company's premises during the your working hours or using the Company's facilities and/or equipment; and/or
- e. Directly or indirectly competes with the business or interest of Company, or is otherwise in violation or conflict with this Agreement.

12. RETIREMENT AGE

All employees in the Company shall retire on attainment of normal retirement age fixed by the Company, which at present is 58 years. However, the Company, at its sole discretion, may consider granting an extension for a period as decided by the Company subject to you being found medically fit by the medical officer appointed by the Company.

13. CONFIDENTIAL INFORMATION

"Confidential Information" means information (including any and all combinations of individual items of information) that the Company has or will develop, acquire, create, compile, discover or own, that has value in or to the actual or anticipated business of the Company's which is not generally known and which the Company wishes to maintain as confidential. Company Confidential Information includes both information disclosed by the Company to you, and information developed or learned by you during the course of your employment with the Company. Company Confidential Information also includes all information of which the unauthorized disclosure could be detrimental to the interests of the Company, whether or not such information is identified as Company Confidential Information. By example, and without limitation, Company Confidential Information includes any and all non-public information that relates to the actual or anticipated business and/or products, research or development of the Company, or to the Company's technical data, trade secrets, or know-how, including, but not limited to, research, product plans, or other information regarding the Company's products or services and markets therefor, customer lists and customers (including, but not limited to, customers of the Company on which you called or with which you may become acquainted during the term of my employment), software, developments, inventions, discoveries, ideas, processes, formulas, technology, designs, drawings, engineering, hardware configuration information, marketing, finances, and other business information disclosed by the Company either directly or indirectly in writing, orally or by drawings or inspection of premises, parts, equipment, or other Company property. Notwithstanding the foregoing, Company Confidential Information shall not include any such information which you can establish (i) was publicly known or made generally available prior to the time of disclosure by the Company to you; (ii) becomes publicly known or made generally available after disclosure by the Company to you through no wrongful action or omission by you; or (iii) is in your rightful possession, without confidentiality obligations, at the time of disclosure by the Company as shown by your then-contemporaneous written records; provided that any combination of individual items of information shall not be deemed to be within any of the foregoing exceptions merely because one or more of the individual items are within such exception, unless the combination as a whole is within such exception.

You agree that during and after your employment with the Company, you will hold in the strictest confidence and take all reasonable precautions to prevent any unauthorized use or disclosure of Company Confidential Information. You will not (i) use the Confidential Information for any purpose whatsoever other than for the benefit of the Company in the course of your employment, or (ii) disclose the Confidential Information to any third party without the prior written authorization of CEO, or the Board of Directors of the Company. Prior to disclosure, when compelled by applicable law, you shall provide prior written notice to CEO, and the Board of Directors of the Company (as applicable). You agree that you shall obtain no title to any Confidential Information, and that the Company retains all Confidential Information as the sole property of the Company. You understand that your unauthorized use or disclosure of the Confidential Information during your employment may lead to disciplinary action, up to and including, immediate termination and legal action by the Company. You understand you're your obligations under this clause shall continue after termination of your employment. You further agree to undertake that you will not (save as required by applicable law or any governmental authority) make any announcement in connection with the Agreement or the terms contained herein unless the Company has given its consent to such announcement and the contents thereof (which consent may not be unreasonably withheld or delayed and may be given either generally or in a specific case

or cases and may be subject to conditions).

14. PERSONAL DATA

By signing this Agreement you acknowledge and agree that the Company is permitted to collect, retain, process and hold your personal data as part of your personnel and other business records and that the Company may use such information for the purposes directly related to your employment such as monitoring performance at work, including monitoring use of the telephone, e-mail and the internet and administering pay and benefits (including pension and any insurance) to which you may be entitled. The Company may also use this information for personnel matters including making decisions about your role in the organization and in relation to disciplinary matters. The Company will collect, retain and process your sickness records and any medical report provided for the purposes of monitoring sickness, absence and making decisions about this. In addition, the Company may also use your personal information so that it can monitor compliance with the law and best practice, for example in relation to equal opportunities and non-discrimination. Please read the LTI Privacy Notice for employees at the Company website.

You agree that we may disclose such data to third parties in the event that such disclosures are in our view required for the proper administration of your employment and other matters directly related to your employment. This clause applies to information held, used or disclosed in any medium.

15. NON-SOLICITATION & INTELLECTUAL PROPERTY

15.1 The Company is in the business of providing various services including services in the area of Information Technology. You will acknowledge that:

- a. The Company's services are highly specialized;
- b. The identity and particular needs of the Company's customers are confidential;
- c. Documents and other information regarding Company's services, pricing and costs, as well as information pertaining to Company's customers, including but not limited to identity, location, service requirements and charges to the customers are highly confidential and constitute trade secrets.

15.2 You will therefore agree that:

- a) While you are employed by the Company and for a period of 6 months after this Agreement has been terminated for any reason, regardless of whether the termination is initiated by the Company or yourself, you will not directly or indirectly (i) attempt to or solicit or persuade, any person or corporation which is a customer or client of the Company or its affiliates, to cease doing business with the Company or its affiliates, or reduce the amount of business which the customer or client would normally do in respect of the business; or (ii) at any time induce or attempt to induce any person who is an employee of the Company or of its affiliates to terminate his or her employment with the Company or its affiliates. The foregoing restrictions are considered reasonable by the parties, and necessary for the protection of the legitimate interests of the Company.
- b) In the event of you becoming party to any proceeding(s) bought by any former employer at any time during or after your employment with the Company, you recognize and agree that you shall have full and sole responsibility of responding to such action or proceeding and that the Company shall have no responsibility to participate in your response to such action or proceeding whether at your own costs or otherwise. You agree that you are not expected, at any time, to disclose, to the Company and/or any member of the Group Companies or its Directors, Officers or agents, the trade secrets or any other confidential information of your former employer or any other entity.
- c) In case of breach or misrepresentation on your part in the above, the Company reserves its

right to terminate your services forthwith which will be without prejudice to the right of the Company to be indemnified by you in respect of any litigation/proceedings that the Company or any member of the Company or its group companies may have to face on account of your breach or misrepresentation as above.

16. INTELLECTUAL PROPERTY:

- 16.1 "Intellectual Property" means patents, trademarks, service marks, signs, logos, get up, trade or business names, internet domain names, rights and designs, copyrights (including rights in computer software), database rights, semi topography rights, utility models, rights in know-how and other intellectual property rights, in each case whether registered or unregistered, including applications for registration and all rights or forms of protection having equivalent or similar effect anywhere in the world. You agree that during your employment any invention, patent application, patent utility model application or utility model, design, copyright or other intellectual property made by you during your employment whether alone or with anybody else, shall be owned by the Company and you will specifically assist and co-operate with the Company in assigning/ transferring all your interest in the same in favour to the Company and executing all documents, deeds and so on as may be required by law to effect such assignment/ transfer in favour of the Company. You agree that you will promptly inform the Company about any intellectual property you make or are involved in making.
- 16.2 You expressly agree that the consideration under this Agreement is adequate for the restrictions set out in this clause and although you and the Company consider the restrictions contained in this clause to be reasonable for the protection of the legitimate business interest of the Company, the Company's intellectual property rights, goodwill of the Company, commercial secrets, operations, levels of competition and reputation, if a final judicial determination is made by a court or any other authority of competent jurisdiction that the time or territory or any other restriction contained in this Agreement is an unenforceable restriction against you, the provisions of this Agreement shall not be rendered void but shall be deemed amended to apply as to such maximum time and territory and to such maximum extent as such court or authority may judicially determine or indicate to be enforceable. Alternatively, if any court or authority of competent jurisdiction finds that any restriction contained in this Agreement is unenforceable, and such restriction cannot be amended so as to make it enforceable, such finding shall not affect the enforceability of any of the other restrictions contained herein.

17. GOVERNING LAW AND DISPUTES

The Agreement shall be construed and governed in accordance with applicable laws of India. Any disputes between yourself and the Company concerning with or relating to or arising out of this Agreement shall be subject to the jurisdiction of and be determined by a court of competent jurisdiction in Greater Mumbai only.

18. GENERAL

18.1 Company Policies

You will be governed by all rules, regulations and policies of the Company and procedures including the employee Code of Conduct of the Company. The Company may formulate/ amend from time to time, policies on leave, working hours, exit, anti-sexual harassment, disciplinary issues, equal opportunity, code of conduct, employee benefits, and privacy amongst others, which shall form an integral part of the terms of your employment.

You must familiarize yourself with the Company policies all of which govern your employment with the Company in addition to the terms and conditions of this Agreement and you agree to be bound by them from time to time. Company reserves the right to change existing policies and procedures or introduce new ones from time to time. Any failure to comply with the policies of the Company will be a material breach of the employment obligations by you.

19. PASSPORT

You are required to possess a valid passport. In case you do not already have one, you are required to obtain this, at your own time and expense, and intimate the same to GO HR at your location, within three months of joining.

Disciplinary procedures or any other applicable procedures in the circumstances may be implemented for failure to comply with the applicable laws, this agreement, and Company's policies and procedures up to and including dismissal.

You understand and agree that you will not involve/make the Company and/or any member of the LTI Group of Companies, as a party or otherwise, into any disputes/court proceedings/investigations/allegations arising out of or related to any matter which is personal to you. You also agree and undertake to keep the Company and/or any member of LTI Group of Companies indemnified at all times, should the Company and/or any member of LTI Group of Companies suffer or incur any damages and expenses whatsoever in this regard.

20. ENTIRE AGREEMENT

This Agreement, together with the annexures, contains the entire agreement and understanding between the parties hereto and supersedes any prior or contemporaneous written or oral agreements, including any prior versions of this Agreement or any other employment agreement or offer letter. You understand that any prior agreements or representations, whether written or oral, are expressly disclaimed. No waiver, alteration, or modification of any of the provisions of this Agreement will be binding unless in writing and signed by duly authorized representatives of the parties. Company reserves the right to revise its policies and procedures as it deems necessary or appropriate in its sole discretion.

21. SEVERABILITY

The unenforceability, illegality, or inapplicability of any one or more phrases and/or provisions of this Agreement and its appendices shall not affect the remaining provisions of this Agreement and its appendices or any part hereof and thereof.

22. ACKNOWLEDGMENT

You acknowledge that you have had the opportunity to discuss this matter with and obtain advice from your legal counsel, have had sufficient time to, and have carefully read and fully understand the provisions of this Agreement and its appendices, and is knowingly and voluntarily entering into this Agreement and its appendices.

23. SURVIVAL

The termination of this Agreement (howsoever caused) shall not operate to affect clauses 8 (*events following termination*), 13 (*confidential information*), 14 (*personal data*), 15 (*non-solicitation and intellectual property*), and 17(*disputes*) of this Agreement which shall operate and have effect thereafter.

In accordance with the standard practice of the company, we request you to treat the terms of this employment as confidential. This letter has to be safely and securely maintained.

You acknowledge and provide your consent for collection, usage, storage, disclosure, transfer (whether in India or abroad) and handling of personal information including Sensitive Personal Data or Information ("SPDI") by the Company in connection with your employment and for the purposes of your administering your employment in accordance with applicable laws and policies formulated by the Company. Your further acknowledge and provide your consent to the Company (a) to share SPDI about you and/or your dependents (wherever applicable) provided to the Company, with third parties for purposes deemed appropriate by the Company from time to time; (b) to share information about you with affiliates of the Company for administrative purposes/audit and with clients/prospects in relation to any staff augmentation requirements; and (c) to treat any personal data to which you have access in the course of your employment strictly in

accordance with Company policies formulated in this regard and not using any such data other than in connection with and except to the extent necessary for the purposes for which it was disclosed to you. You further acknowledge and consent for use of your personal images and voices in marketing material, videos, etc; and confirm that you have read and understood the Company's Privacy Policy in relation to the collection, processing, use, storage and transfer of SPDI and you agree to the terms thereof.

You are required to join on or before **July 4, 2022**. If you do not join by this date, this offer stands withdrawn - unless the Date of Joining is extended, and communicated to you in writing. At the time of joining, please connect to **Amruta Ajay Mhatre** at the following address.

HR Shared Services (HRSS) – India Larsen & Toubro Infotech Ltd. 1St Floor, West Wing, Tech Tower 1, Saki Vihar Road, Powai, Mumbai - 400072, India

- i. You are required to bring the following documents, with a photocopy of each, at the time of joining. Proof of age.
- ii. Educational certificates including mark sheets;
- iii. Relieving certificate, or service certificate from your present employer (without which you are not allowed to join us) and other experience certificates;
- iv. Last 3 months salary slip.
- v. Copy of passport (First & Last Page) & driving license.
- vi. Two copies of your recent passport size photograph.
- vii. Your last Employer's Provident Fund Code Number, P.F. Account Number and Employee's Pension Fund Account Number.
- viii. Provisional Form 16 for the current year.

This Agreement is being issued in duplicate. Please return one copy duly signed immediately, as confirmation of your acceptance of the above terms and conditions.

Yours faithfully,
For **Larsen & Toubro Infotech Ltd.(LTI)**



Ashish Naik
Associate Director - Talent Acquisition

I have read and understood the terms and conditions of this Agreement in a clear and coherent manner. I have had the opportunity of obtaining a legal advise in connection with this Agreement and basis such advise I have made a well informed decision to enter into this Agreement.

Signature and Date
Shravya priya badigeru

July 4, 2022

Date Of Joining

ANNEXURE-1		
SALARY CARD		
Name :Shravya priya badigeru	Date :	April 6, 2022
Grade :PG2	Location :	L&T Infotech - Powai
Components	INR (p.a.)	INR (p.m.)
Basic		15,000
Bouquet of Benefits (BoB)		11,932
Bonus		1750
A. Base Salary	344,180	28,681
Annual Incentive		
B. Total Variable		
C. Total Target Cash (TTC) - A+B	344,180	
Provident Fund (PF)	21,600	1,800
Gratuity	8,664	722
Mediclaime Insurance Premium	10,556	
D. Retirals & Other Benefits	40,820	
Cost To Company (CTC) - C+D	385,000	
Bonus: Bonus amount is inclusive of bonus payable, if any, under the Payment of Bonus Act (1965), including any amendments thereto.		
Annual Incentive: For the payout please refer Annual Incentive Policy. Annual Incentive amount is inclusive of bonus payable, if any, under the Payment of Bonus Act (1965), including any amendments thereto.		
Medical Insurance: For details refer to Medical Benefits Scheme - Grades P4, M4, L4, S3 and Below policy on HR Policies Portal.		
Group Term Life Insurance (GTLI): There shall be a deduction of GTLI premium from your monthly salary to cover you under this Program. In case you choose to opt out of this Insurance program, you shall voluntarily to do so in December every year.		
Notes: - PF and leave encashment will be calculated based on Basic, as per the rules. - The PF amount shown is Employer's contribution. An equal amount will be deducted as Employee's contribution. - Gratuity and NPS will be calculated using the Basic, as per the rules. - Employees on overseas deputation will be paid allowances as per Overseas Deputation Note/ Allowance Revision Letter.		
- You are required to declare your options under Bouquet of Benefits (BoB) in the SSC Portal. The guidelines relating to Bouquet of Benefits (BoB) are available on HR Policies portal.		
- Income Tax will be deducted at source wherever applicable as per Income Tax Rules.		
- Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.		
In the event that the compensation package requires restructuring in order to comply with the proposed Code on Social Security, 2020, your compensation will be restructured in a manner that will be cost neutral for the Company.		

ANNEXURE-2

Eligibility Criteria for Domain -2022 Batch (Life Science)	
Qualification	M.B.B.S./ B.A.M.S./ B.H.M.S. /B. Pharm /M. Pharm or MSc Biotechnology / MSc – Life Sciences
Branches:	Life Sciences/ Biotechnology
Academic Gap:	Academic gap allowed <u>only after the completion</u> of the entire course i.e. after SSC/after HSC or Diploma. No year drop allowed.
Course must complete in:	B. Pharma - 4 years / M. Pharma – 2 years
SSC, HSC Percentages / CGPA:	60% & Above OR Equivalent CGPA
	NOTE: <ul style="list-style-type: none"> SSC /HSC should have cleared in <u>FIRST ATTEMPT</u> only. Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. For Diploma holders, <u>final semester</u> should have cleared in <u>FIRST ATTEMPT</u> only. For candidates pursuing HSC and Diploma(both),marks scored in the Diploma course will be taken into consideration.
Tec Diploma(if applicable), Graduation Percentages/CGPA:	Aggregate of 60% & Above OR Equivalent CGPA
	Aggregate of all semesters AND all appeared subjects(irrespective of the University rule)
	Provisional/Passing Certificate(of all courses) must state First Class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation)	<ul style="list-style-type: none"> No active/live backlogs allowed at the time of joining. Reattempts/ATKTs/Backlogs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. Internal, External, Oral/Verbal, Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. Internal, External, Oral/Verbal/Practical Reattempt/ATKTs/Backlogs/Arrears and reattempts due to Absenteeism. Re-exam(Supplementary or Additional exams) given soon after the main exam is also considered as Re-attempt/ATKT/Backlog/Arrear.
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation)	<ul style="list-style-type: none"> No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course. Any pending Re-attempts/ATKTs/Backlogs/Arrears in the current course (obtained after the interview process) must be attempted and cleared with the final semester examinations
Nature of Course:	All Full Time Courses Only
Year of Passing:	2022 SUMMER Pass Outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE / State Board Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Self Declaration :	
<ol style="list-style-type: none"> I hereby declare that I meet ALL the eligibility criteria exactly as stated above. I am aware that I may be subjected to immediate action by the company at any time during or after the Interview/Selection/Joining if found hiding any information/producing incorrect information or not meeting all the criteria mentioned above. I am flexible to work at any LTI Development Center/ Customer Site/ Partner premise as per business requirement. I am flexible to work in any technology/domain/workshift assigned to me based on the business requirement. I confirm that I have NOT appeared for any LTI interview process anywhere in the past 6 months from the date of my interview process. (If found so, LTI may take immediate action and cancel the candidature at ANY stage) 	
Signature:	
Name:	
Mobile No :	
College Name:	
Today's Date:	



CRCM2021/08/24/2648

OFFER LETTER
PRIVATE & CONFIDENTIAL

03/09/2022

K Mahesh

Dear K Mahesh

Thankyou for your interest in associating with our Organisation. We are pleased to confirm your selection

for the position of **Junior Medical Coder**

Congratulations!

The detailed terms and conditions of your employment are stipulated herein, for your formal acceptance.

1. Commencement Date :

Your employment with the Organization commences on **March-09-2022**

2. Roles & Responsibilities :

Your primary responsibilities will be of **Junior Medical Coder** in the Coding Department. You may be asked by the Organization to fulfil additional duties and tasks as defined from time to time which mayor may not be directly associated with your job title. In this role you will be reporting to **Manager-Operations**

3. Place of work :

Your principal location of employment will be in Hyderabad. You may be required to travel out of Location/ any place within India on Company business in relation to the execution of your responsibilities as assigned to you from time to time by the Company. You will be reimbursed all expenses incurred by you towards travel / boarding and lodging as per the Company policy. Clarus may, at any point of time at its sole discretion, after giving you reasonable notice, transfer or assign your services to any current place of operations or which may subsequently be established or acquired in any part of India.

4. Remuneration :

You will be paid with a **CTC Rs 161756** (Rupees One Lakh Sixty One Thousand Seven Hundred and Fifty Six Only) per Annum. Salary structure in detail is attached to this letter in AnnexureA. The Compensation Structure may undergo modifications from time to time, at the Company's sole discretion and your gross compensation will be redistributed as per the structure and statutory guidelines in force at the relevant time.



All payments will be subject to appropriate deductions of income tax and statutory requirements as per the Organization's procedures and laws from time to time. You shall be responsible for filing your personal returns and complying with the other requirements under the India Tax Laws.

Compensation is confidential between you and the Organization. You are requested to maintain the confidentiality and not disclose your compensation details to others.

5. Confirmation :

You will be on probation for a period of **three (3) months** from the date of joining clarus and will continue to be so, unless and until you are expressly confirmed in the services of the Organization. The probation period may be extended by management at its sole discretion based on the performance assessment. The Organization reserves the right to extend the probation period in the event that your performance is not up to the expectations.

6. Benefits :

You will be eligible to participate in benefit programs as per Organization's policy.

7. Personal Time Off :

You will be entitled to the leaves as per Organization policy which consists of casual Leave of 12 days, Sick leave of 5 days. In addition to the same, we have holidays for 7 National/Festive holidays as per the pre-defined holiday calendar. We are 24 / 7 operations and hence our work might require a rotational shift. If you are expected to come to work on Sundays, then you will have a weekday off as planned by your department head.

8. Health Examination :

You may have to undergo a health examination at a designated clinic based on the organization requirement. The objective of the examination is to ascertain your medical fitness to continue to work for the organization. Any cost incurred by you for this check-up will be reimbursed to you.

9. Adherence to Compliance with Organization policies and procedures :

You will be governed by the Organization's rules, regulations, administrative procedures, policy and guidelines in force from time to time.

On joining us, please do read policies of the Organization including but not limited to **"Prevention of Sexual Harassment", "Information Security Policy", "Code of Conduct and Disciplinary Procedure"**

published on the Organization intranet. Organization can take/implement in order to ensure compliance with its policies and you would confirm acceptance of the same and agree to adhere to and comply with such policies at all times during the term of your employment and thereafter if you are required to. You also acknowledge that in case of breach of any of the organization policies, Organization is justified to take appropriate actions as per procedures outlined in the respective policies.



10. Confidential Information :

Except as required by the Organization or otherwise permitted by the Organization's authorized representative in writing, you are bound to observe absolute confidentiality, both during the term of this contract of employment and after its termination, with regard to any confidential information, trade secrets or other proprietary information, including but not limited to, relating to the business, the employees, customers, clients, financial information, bank account details, passwords and medical history, business dealings, affairs and strategies which can be used by the Organization in accordance with its policies.

You are required to sign an 'Employee Confidentiality and Non-Disclosure Agreement' with the Organization and the said Agreement shall bind you regarding obligations of Confidentiality.

11. Employee Data :

You hereby agree and consent to provide the company with your personal and financial data as may be required by the Company as per its internal process including but not limited to your bank account details, and medical history which can be used by the Company in accordance with its policies.

12. Intellectual Property :

Any work done by you during the course of your employment shall belong to the Company and this will cover all products/ services/ inventions etc. This work shall be the sole and exclusive property of the Company.

If you conceive any new or advanced methods of improving processes / formulae / systems in relation to the Operation of the company, such developments shall be promptly and fully communicated to the Company and will be and remain sole right / property of the company. You will agree to execute without receiving additional compensation (a) any formal documents necessary to assign any ideas, information to the Company and (b) all documents required to obtain a patent, register a copyright, or enforce the Company's right to such information. These obligations shall continue beyond the separation of employment with respect to the work and Inventions you conceive or make during the period of your employment. The Company's proprietary rights and confidential information are amongst the Company's most important assets, and any breach of security or confidentiality is regarded very seriously and could lead to termination of employment at anytime without any compensation. Without prejudice to this provision, you confirm that you have declared to the Company all of your business interests existing at the date on which your employment commences, whether or not they are similar to or in conflict with the business. If these interests change during the term of your employment, you will promptly notify the Company.

13. Company reputation :

You agree that you shall not at any time without limitation, publish or communicate any "Disparaging" (as defined below) remarks, comments or statements concerning the Company, its affiliates and affiliated funds.



"Disparaging" remarks, comments or statements are those that impugn the character, honesty, integrity, morality, or business acumen or abilities in connection with any aspect of the operation of business of, or reflect negatively upon, the individual or entity being disparaged. Nothing in this Section shall be construed to preclude truthful disclosures in response to lawful process as required by applicable law, regulation, or order or directive of a court, governmental agency or regulatory organization.

14. Indemnity :

You shall at all times, indemnify and keep the Company indemnified against all sums whether by way of claims, demands, damages, costs, charges or expenses paid or incurred by the Company in or in connection with any action, claim, proceeding or demand instituted or made against the Company caused or occasioned by your breach, failure, default or neglect in the opinion of the Company to observe and comply fully with the terms and conditions your employment with the Company herein contained.

15. General Provisions :

As an employee in the full time employment of the Organization, you will be obliged to devote your entire time, attention and effort to the furtherance of Clarus business, and to continually develop your professional skills in the interest of the Organization and yourself. You shall not during your employment with the Organization directly or indirectly engage yourself or devote your time or attention to any employment, business, position of monetary interest other than that of the Organization.

You will keep us informed of any change in your residential address, your family status or any other personal particulars relevant to your employment.

In case of any dispute, the jurisdiction to entertain and try such disputes shall vest exclusively in a court in Chennai.

The terms of this Offer Letter detailed above are strictly confidential and should be treated as privileged information between you and the Organization. You are expected to maintain confidentiality of such information.

16. Notice period :

Either party has to provide 30 days of notice without cause or salary in lieu of notice in case of separation of services during probation period. After confirmation, either party will be required to give (60 days) Two Months' notice or salary thereof in case you decide to leave our services, and three months' notice (90days) for Manager cadre, subject to the Organization's discretion. In the event, you have an incomplete assignment; Clarus will have the discretion to relieve you only at the end of the notice period. Notice period is linked to the role played by you for the organization.

17. Retirement :

You will be retired from service upon reaching superannuation age of 60 or earlier in case you



are found physically / mentally unfit to work any longer. The proof of age shall be the one as submitted and recorded in the records of the company.

18. Termination :

Your employment hereunder may be terminated by the Organization for Cause (as defined below); effective immediately upon the day written notice of termination for Cause is mailed or hand delivered to you. For purposes of this letter of offer, "Cause" means any of the following including and not limited to:

- a.** Commission or conviction of any criminal offence, or of any misdemeanor involving moral turpitude, misconduct, any act of deliberate discrimination or harassment on grounds of race, sex, sexual orientation, religion, age or disability;
- b.** Engagement in any activity that you know or should know could harm the business or reputation of the Organization or you participate in any fraud against the Organization or carryout or neglect to do any act
which in the reasonable opinion of the Organization may seriously damage the interests of the Organization;
- c.** You willfully or negligently breach any legislation or any regulation to which the Organization and/or you maybe subject which may result in any penalties being imposed on the Organization or any Director/s or Officer/s of the Organization;
- d.** Embezzlement, misappropriation of Organization funds, or other material acts of dishonesty or conducting yourself in a manner which is not inline with the Organization guidelines and values, or if any information provided by you during the course of your interview or otherwise, or your representations, are at anytime, found to be either wrong or not disclosed, or if you are in contravention of the terms of this offer letter;
- e.** Breach of Organization's confidential information
- f.** Failure to adhere to Organization's corporate codes, policies or procedures as in effect from time to time; **g.** Continued failure to meet reasonable performance standards as determined by Organization;
- h.** Refusal to perform reasonable duties as assigned by the Organization; or
- i.** You are adjudged bankrupt or you enter into any composition or arrangement with or for the benefit of your creditors including a voluntary arrangement under the Indian Insolvency laws.
- j.** Become of unsound mind
- k.** Become incapacitated or prevented by illness, injury, accident, or any other circumstance from discharging in full your duties.

19. Documents :

You are required to produce photocopies of documents on the day of joining as per Annexure B and get the originals for verification by the HR professional. If you are not in a position to submit complete



set of documents, we will not be in a position to employ you and this Offer Letter will automatically stand canceled.

Please note all documents/testimonials submitted to Clarus will be verified as per our background verification process. You hereby give your consent for verifying all your documents/testimonials submitted at the time of joining by Clarus or any third party appointed by it as part of the background verification process. Any omissions or misrepresentation of any facts will result in the immediate termination of your employment.

20. Offer Acceptance :

Please confirm your acceptance of this Offer Letter by signing and returning the duplicate copy of this letter for our attention within 2 days from the date of this letter. This letter may not be modified or amended except by a written agreement, signed by a HR Professional of Clarus and by you.

For Clarus Rcm Infotech (India) Pvt Ltd



Mr.Sudarshan Surana
Chief Executive Officer

I agree to accept employment on the terms and conditions mentioned in the above letter of appointment. I undertake to keep the information on my compensation and benefits confidential.

K Mahesh

Employee Signature



Annexure A

***Strictly Private &
Confidential**

Salary Components	Annual Amount in INR
A Fixed Salary Components	
Basic	93600
House Rent Allowance	46800
Conveyance allowance	7800
Other allowance	7800
Total Gross (A)	156000
B Deductions	
PF Employee	11232
ESI Employee	2730
Gratuity	0
Total Deductions (B)	13962
Take Home Salary (A-B)	142038
PF Employer	12308
ESI Employer	2730
Total Cost To Company	161756

Note:

- Gratuity will be paid as per Gratuity Act on completion of 5 years continuous service in the organization

For Clarus Rcm Infotech (India) Pvt Ltd

DocuSigned by:

 9DCAB844FEC1454...

Mr. Sudarshan Surana
Chief Executive Officer

K Mahesh

Employee Signature



Annexure B

Please submit the photocopies of the following documents on the day of joining:

- Proof of age
- Certificate or testimonials of SSLC /10th Standard and Certificates supplementing your highest educational and professional qualification attainments
- Last three months' payslips of your previous
- Relieving letter from your previous mentioning the cause of separation
- Form 16 or any other authenticated document supplementing your earnings and income tax deduction /paid in the current financial year
- 8 (eight) passport sized photographs (with White background)
- PAN Card
- Voter ID, Aadhar Card, Passport or any photo ID address proofs
- PF UAN (if UAN is generated)
- Any other documents as may be required by the Organization

For Clarus Rcm Infotech (India) Pvt Ltd



Mr.Sudarshan Surana
Chief Executive Officer

K Mahesh

Employee Signature



05, Nov 2021

AIZ/HR/OFF/OCT/21/04

Mr.Ramanjaneyulu.H,
D.N-1-1,Kalugotla,Undavelly,
Jogulamba gadwall,Telangana-509153.

Sub: Offer Letter

Dear Ramanjaneyulu,

We are pleased to offer you the responsibility as **Junior Executive in Clinical Pharmacology Department** at **Aizant**. The opportunity is located at Sy. No. 172 & 173, Apparel Park Road, Dulapally, Gandhi Maisamma Mandal, Medchal-Malkajgiri District, Hyderabad, Telangana State, India.

You are advised to report us on or before **15 November 2021** at the above given address. At the time of joining, please bring photocopies of the following documents along with originals for verification.

1. Copies of Certificates (from SSC to highest degree)
2. Any technical certification relevant to this job
3. Relieving Letter / Experience Certificate (for all the organisations you have worked)
4. Passport size Photographs – 6 Nos
5. Medical fitness certificate from a certified Doctor
6. Copy of PAN and ADHAR card
7. Existing UAN & ESI Number(If any)

You will be issued a detailed confirmation letter of appointment on the day of your joining upon satisfactory review of documentation and background checks.

Please confirm your date of joining to vijaya.gannamani@aizant.com on or before 16 October 2021

With best wishes,

For **Aizant Drug Research Solutions Pvt Ltd.**

Sridevi Sanyaparaju
President

Aizant Drug Research Solutions Private Limited

Regd. Off : Sy No. 172 & 173, Apparel Park Road, Dulapally Village, Dundigal - Gandimaisamma (M),
Medchal - Malkajgiri (Dist.), Hyderabad - 500 100.

Tel : 91 40 23792190/91/92, Fax : +91 40 23792223, Web : www.aizant.com

CIN : U24239TG2005PTC048133, E-mail : info@aizant.com

OFFER LETTER

Date:14/10/2021

Mr.AnnapuVenkatesh

Dear**AnnapuVenkatesh**,

This has reference to your application and the subsequent interviews you have had with us. We are pleased to make you an offer for the position of **Drug Safety Associate Trainee** at our Hyderabad office.

You will be given a Letter of Appointment on joining..

Attached is a copy giving details of your salary package. (Refer Annexure A)

Your appointment is subject to:

1. Your joining the services of the company on or before :**20-10-2021**.
2. Your written acceptance of the offer letter.
3. The verification of your testimonials.
4. You being found medically fit for the job.

You will be on probation for a period of **6 months** from the date of joining and this can be extended for a further period at the Company's discretion. During the probationary period you will be closely monitored and you will be entitled for One (1) leave per month.

Please sign and return to us the duplicate of this letter as a token of your acceptance of the above terms and conditions.

We look forward to you joining our team and hope it is the beginning of a mutually fulfilling association.

ForVigilareBiopharmaPvt.Ltd.

I have read and accept the terms and conditions:

Date of Joining : _____

Signature : _____

Date : _____

ANNEXURE A

Name **Annapu Venkatesh,**

Designation : **Drug Safety Associate Trainee**

Compensation Package :

COMPENSATION PACKAGE		
Component Name	Monthly	Yearly
Basic	9,000.00	1,08,000.00
Conveyance Allowance	1,600.00	19,200.00
HRA	3,500.00	42,000.00
PF – Employer	900.00	10,800.00
ESI –Employer	500.00	6000.00
Total Gross salary	Rs.15,500.00	Rs.1,86,000.00
DEDUCTIONS		
PF Employee	900.00	10,800.00
ESI –Employee	117.00	1,404.00
NET PAY	Rs. 13,083.00	Rs.1,56,996.00

Note: All salary benefit paid by the Company are subject to Income Tax Rules and Regulation as applicable from time to time.

PF deduction provided on your compensation is employer contribution. as per statutory guidelines, equivalent contribution deducted as employee PF contribution. PF amount shall be remitted in your PF account on monthly basis as per guidelines and ESI deduction as per the Standard deduction on Gross salary.

Signature: _____

Date of Joining:

Signature: _____



Novartis Healthcare Private Limited
Inspire BKC Part of 601 & 701,
Bandra Kurla Complex Bandra (East)
400 051 Mumbai
Maharashtra
India
CIN - U15202MH1997PTC111257

Date: 03-Jan-2022

Dear Rimsha Nooreen,
Address: 2-6-1037, KLN Reddy Colony, Subedari, Hanamkonda, Warangal, 506001.

Subject: Letter of Intent

We are delighted to inform you our intention to offer you the position of **Associate Clinical Data Manager** in our GDO - DM function. This position will be based at Novartis Healthcare Private Limited, Hyderabad.

You will be offered a gross annual compensation of **INR 505,690/-**. The gross compensation includes Basic Salary, Flexible compensation Plan, Annual Incentive and Retirals (Provident Fund & Gratuity).

The detailed offer letter with complete terms and conditions will be sent to your email address, prior to your onboarding.

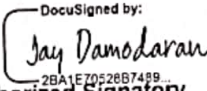
We would like to inform that your offer is subject to successful completion of your current academic course prior to your onboarding date as well as satisfactory results of a reference and / or background check.

Kindly acknowledge this offer with the same duly signed and dated by you as acceptance.

We trust this role within Novartis will go a long way in meeting your career aspirations.

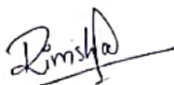
Yours Sincerely,

For Novartis Healthcare Private Limited.

DocuSigned by:

2BA1E70528B7489
Authorized Signatory

Acknowledgement

I, Rimsha Nooreen hereby accept and agree to this employment offer.

Signature: 

Date: 16-Feb-2022