

B.T. GOVERNMENT DEGREE COLLEGE, MADANAPALLE

(ACCREDITED WITH 'B' GARDE BY NAAC)

Annamayya District, Andhra Pradesh – 517325



DEPARTMENT OF COMMERCE **STUDENTS PROGRESSION TO** **EMPLOYMENT**

The following B.COM (CA) students are getting jobs in different organizations with different job roles. The details of employment are furnished below.

S. no	Name of the student	Name of the Company working
01	U. Upendra	Phone pay
02	A. Nagendra Babu	HLF services
03	J. Bhagya Sree	Vishal Mart
04	R. Hari Krishna	Med plus, Optival Health solutions Pvt. ltd
05	S. Nayaz Ali	Team Lease
06	A. Hemanth Kumar	Infinity Energy Motors

06-Aug-2024

U Upendra

Dear U,

Further to our offer and your acceptance thereof, we have pleasure in appointing you as **Premium Account Executive** at our **Bangalore - Bellandur - Salarpuria Softzone** office effective **08 August 2024**.

Your annual total cash compensation will be **INR 350000 [Three Lakh Fifty Thousand Only]**. Your compensation is mentioned in the attached Annexure-I.

Either you or the Company shall be entitled to terminate your employment at any time as per this Agreement. Any contrary representations that may have been made to you shall be superseded by this Agreement. This Agreement shall constitute the full and complete agreement between you and the Company on the nature of your employment, which may only be changed in an express written agreement signed by you and a duly authorized officer of the Company.

You may voluntarily resign from your employment at any time on giving to the Company **30-day prior** written notice or pay salary in lieu thereof. However, the Company may at its sole discretion waive all or part of the notice or allow the employee to make payment to the Company in lieu of all or part of the notice period. In the event of promotion or role change for any reason, the Company's prevailing notice period policy as applicable to such new designation or role will apply.

Termination by the Company: Notwithstanding anything to the contrary contained herein, the Company is entitled to terminate your employment by giving you **30-day written notice** or payment in lieu thereof. The Company would have the flexibility to either allow you to leave employment prior to the completion of any notice period upon payment of salary in lieu of such unserved notice period. Notwithstanding the above, the Company is entitled to terminate your employment immediately, without any prior notice, in cases where the background and reference checks are not found to be favourable.

Probation - You shall be under probation for a period of three **(3) months** from your date of joining the Company. At the end of the probation your employment shall be deemed to be confirmed unless you have been issued a communication from the Company in writing extending your probation for a period decided by the Company. During the probation period, either party may terminate the employment at any time, without assigning any reason, upon written notice of not less than **fifteen (15) days** to the other party or on payment of salary in lieu of the said notice period. Unless stated otherwise, there would not be any change in the terms of employment on confirmation.

PhonePe Private Limited

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Corporate Office: Office-2, Floor 4, 5, 6, 7, Wing A, Block A, Salarpuria Softzone, Service Road, Green Glen Layout, Bellandur, Bengaluru, Karnataka 560103

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CIN: U67190MH2012PTC337657

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include but is not limited to criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by the company or an appropriate third party, and the results of such background checks being favorable in the company's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by the company. These reference and background checks may be conducted before or during your employment with the Company. The Company may withhold your salary and/or terminate your employment, at its sole discretion, in case these reference checks are not favourable. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Your work week may be five days or six days a week as per company policy applicable to your area of function, for such hours as are necessary to suit the Company's requirements and for the proper discharge of your duties. You may also be required to attend duties on Public Holidays as per the exigencies of work and as permissible under applicable law. Ordinarily, your work week will not exceed 48 hours except in cases of exigency, in which case you will be informed by your supervisor of the need to work additional hours in compliance with the applicable laws.

You represent and warrant to the Company that you are under no obligations or commitments, whether contractual or otherwise, that are materially inconsistent with your obligations under this Agreement. In connection with your Employment, you shall not use or disclose any trade secrets or other proprietary information or intellectual property in which you or any other person has any right, title or interest and your Employment will not infringe or violate the rights of any other person. You represent and warrant to the Company that you have returned all property and confidential information belonging to any prior employer, other than confidential information that has become generally known to the public or within the relevant trade industry.

You shall serve the Company in India in connection with the business either of the Company or one of the Associated Companies as the Company may at any time or from time to time direct. ("Associated Companies" shall mean and include any and every Company in which at least 25% in the aggregate of the Ordinary Share Capital is for the time being held by or in the beneficial ownership of the Company and/or any of its associated companies)

You shall not have any claim whatever against the Company or any of its Associated Companies for any extra service, unless for such payment (if any) as may have been expressly agreed to in writing prior to such services being rendered.

During the employment period, if you are required to travel or stay outside your location specified above, you shall be entitled to reimbursement of reasonable expenses as per the travel policy of the Company, applicable from time to time.

You shall not, during the continuance of this engagement, be engaged, concerned, or interested directly or indirectly, in any other occupation, business or employment whatever without the previous consent in writing of the Company, but shall devote your time, attention and abilities exclusively to the performance of your duties hereunder and shall in all respects obey and conform to the Company's orders and regulations, and well and faithfully serve the Company, and use best endeavours to promote the interests hereof, and of the business in which you shall for the time being be engaged. During such time as you may be engaged in connection with the business of any of the Associated Companies you shall

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at all times readily conform to obey and execute all lawful orders which may be issued to you by such Associated Company.

You shall not, unless directed by the company, either during the continuance of this engagement or thereafter disclose, divulge, or communicate to any person or persons whatsoever any information of a secret or confidential character relating to the trade or business of the Company or of the Associated Companies or to the strategies, plans, methods, process, appliances, machinery or plant used by them, or by any of them or to any activities or experiments made by them, or any of them, or by any persons in their employ, or relating to the prices paid or charged by, or the customers or suppliers of the Company or its Associated Companies.

During employment or upon the termination or separation of employment, you agree to promptly return all company-owned assets, including but not limited to, electronic devices, identification badges, proprietary information, documents (whether originals or copies or in hard copy or electronic form), and any other property belonging to the company as per company's laid out process and/or policy or its clients and suppliers, which may have been prepared by you or have come into your possession, custody or control in the course of your employment with the Company, on or before your last working day with the Company. In the event that any company assets are not returned in good condition due to damage (partial or total), the company reserves the right to recover the cost of such assets or cost of such repair or replacement of the asset at the fair market value, as the case may be, from your full and final settlement including gratuity, if applicable.

All Intellectual Property rights in any work or material developed/co developed/conceptualized directly or indirectly by you during the course of your employment shall be considered 'Works made for Hire' under the Intellectual Property laws and shall belong to and be the property of the Company and you confirm and accept that you shall not be entitled to claim any rights over any such Intellectual Property. If required by the Company, during or after the Employment Period, you shall assign and transfer in favour of the Company or, at the request of the Company, in favour of any of its subsidiary, affiliate or customers, all Intellectual Property rights in such works or materials and shall execute such deeds and documents, as the Company may require, to effectually vest in the Company, any of its subsidiary, affiliate or customers as the Company may require, any and all Intellectual Property rights and benefits in such works or materials. In performance of your duties and responsibilities you shall not use or infringe any intellectual Property or rights of the Company or of any other third party/s.

You shall, at the request and cost of the Company, take all necessary steps to procure the granting of Letters of Patent in India and similar protection abroad in the Joint names of the Company and yourself in respect of such invention, and upon such Letters of Patent and/or similar protection being granted, shall, at the request and cost of the Company, execute all assignments, licenses, and other documents required by the Company to deal with the said Letters of Patent and/or similar protection in such manner as the Company may think fit. Should the Company so desire the said invention shall not be made the subject of Letters of Patent or similar protection, but shall be worked by the Company, and all or any of its Associated Companies as a secret process, and in such case you undertake not to disclose, divulge or communicate any information relating to such invention to any other person or persons whatsoever.

All the provisions hereinbefore contained regarding any invention or patent shall apply to any design which during the continuance of this Agreement, you shall become entitled to register, the registration thereof being deemed to be equivalent to the grant of Letters of Patent, and any other necessary changes being made.

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If at any time hereafter it shall be agreed between the Company and yourself that an alteration shall be made in your salary, duties or place of employment, such alteration shall not affect the other terms of this Agreement, except as may be expressly agreed on.

You shall not do or indulge in any of the following, without the prior written consent of the Company:

(a) **Compete:** During the Employment Period and for a period of at least 6 (Six) months after the Employment Period, you shall not directly or indirectly carry on, assist, engage in, be concerned or participate in any business/activity (whether directly or indirectly, as a partner, shareholder, principal, agent, director, affiliate, employee, consultant or in any other capacity or manner whatsoever) which is similar to the business of the Company nor engage in any activity that conflicts with your obligations to the Company.

(b) **Solicit Business:** During the Employment Period and for a period of at least two (2) years after the Employment Period, you shall not solicit, endeavour to solicit, influence or attempt to influence any client, existing or prospective customers or other person, directly or indirectly, to purchase his product in lieu of Company's products and/or services, to any person, firm, corporation, institution or other entity in competition with the business of the Company.

(c) **Solicit Personnel:** During the Employment Period and for a period of at least two (2) years after the Employment Period, you shall not solicit or attempt to influence any person employed or engaged by the Company (whether as an employee, consultant, advisor or in any other manner) to terminate or otherwise cease such employment or engagement with the Company or become the employee of or directly or indirectly offer services in any form or manner to himself or any person or entity which is a competitor of the Company.

You acknowledge and agree that the compensation stated in Annexure I of this appointment letter is sufficient consideration for you to agree to non-compete and non-solicitation

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom, you may be having official dealings.

You acknowledge and agree that violation of the covenants and obligations with respect to non-compete and non-solicitation as set forth above will cause the Company, irreparable injury. Therefore, you agree that the Company shall be entitled to an interim injunction, restraining order or such other equitable relief as a court of competent jurisdiction may deem necessary or appropriate to restrain you from committing any violation of the covenants and obligations. These injunctive remedies are cumulative and are in addition to any other rights and remedies that the Company may have against you as provided under laws.

You will have access to the employee portal which will have Company's Code of Conduct, Privacy Policy Guide, IT Usage Policy, Safety and Environment policy and other policies of the company. You are required to go through the same and understand them. You agree to abide by the principles set out in the document, breach of which, can have serious consequences including dismissal from service.

If you are at any time found to be guilty of misconduct, commit any breach of this Agreement, or refuse or wilfully neglect to perform to the satisfaction of the Company or any of the Associated Companies in connection with whose business you may be engaged all or any of the duties devolving upon you under

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this Agreement, the Company may at once, without any previous notice, terminate your appointment. Unless in case of earlier termination of this appointment due to a plausible cause, you shall retire on your 60th birthday or the day immediately preceding such date, if your birthday does not fall on a working day.

This Agreement and all of your rights and obligations hereunder are personal to you and may not be transferred or assigned by you at any time. The Company may assign its rights under this agreement to any entity that assumes the Company's obligations hereunder in connection with any sale or transfer of all or a substantial portion of the Company's assets to such entity.

No provision of this Agreement shall be modified, waived or discharged unless the modification, waiver or discharge is agreed to in writing and signed by you and by an authorized officer of the Company (other than you). Notwithstanding the above, in the event of a change in role, grades, promotions or other changes made in your employment and informed to you by the authorised officer of the Company, the applicable policies to such change in role, grades, promotion or other employment changes (for e.g. Notice Policy, Reimbursement Policy) shall apply to you from the effective date of such change. To that extent, such change in applicable policies will be considered an amendment of this Agreement and your continued employment will be constituted as agreement to applicable policies from time to time.

No waiver by either party of any breach of, or of compliance with, any condition or provision of this Agreement by the other party shall be considered a waiver of any other condition or provision or of the same condition or provision at another time.

Data Privacy and Protection

During the course of your employment with the Company, you may provide the Company with confidential data or personal information that can be linked to you personally, or otherwise personally identifies you, including without limitation your financial information, government identifiers, emails, addresses, telephone number, physical, physiological and mental health information, and medical records and history (Personal Data). You acknowledge that the Company may collect, use, transfer, store or otherwise process (Process) such Personal Data as required per the Company's policies, to facilitate the conduct of the Company's business, to conduct background checks, for finance, accounting and marketing purposes or for quality and risk management purposes. The Company will Process your data in accordance with applicable law and professional obligations and shall ensure that any service provider who Processes Personal Data on your behalf adheres to such requirements.

You hereby consent to the Processing of your Personal Data in the manner described above, whether by the Company or any service provider on the Company's behalf. During the course of your employment with the Company, You may have access to Personal Data, including but not limited to that of Company's customers, employees, clients, vendors, or merchants, for the purposes of discharging your employment duties. You agree to comply fully with all applicable laws, regulations, and government orders relating to Personal Data and its protection as applicable to the Company including its Privacy policies. You shall at all times during or after the course of your employment act with utmost care and good faith to protect the Personal Data and not disclose or divulge any Personal Data to any third party or make use of any such Personal Data for your own benefit.

If you agree to these terms and conditions, may we request you to sign the copy of this letter in token of your acceptance.

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Yours sincerely,

For PhonePe Private Limited

Mohan Dayananda
Mohan Dayananda (Aug 7, 2024 11:56 GMT+5.5)

Mohan Dayananda
Head - HR Business Partner

I accept the above terms and conditions and shall abide by them.

Signature : U Upendra
U Upendra (Aug 7, 2024 12:15 GMT+5.5)

Name : U Upendra

, ,

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Annexure I: Your Rewards Summary

Name : **U Uendra**

Compensation Structure	INR Annually
Total Base Pay (A)	350000
Basic Salary	202300
House Rent Allowance	57968
Provident Fund (Employer's Contribution)	21600
Special Allowance	55700
Statutory Bonus	12432
Total Cash Compensation (B)	350000
Maximum Input Incentive*	14400
Maximum Output Incentive**	180000
Maximum Incentive Earning Potential (C)	194400
Benefits Cost (D)	34607
Insurance Cost	21276
Gratuity	9731
Mobile Allowance	3600
Cost To Company (E= B+C+D) ***	579007

* The input incentive amount mentioned above is the maximum possible earning subject to a combination of market working & minimum productivity target being achieved (scheme will be shared upon joining)

** The output incentive amount mentioned above is the maximum possible pay-out subject to points earned as per the incentive scheme shared

*** Cost to Company is only indicative of the possible expenses that the company may incur and is not an entitlement.

Note:

- Monthly travel allowance will be paid out outside of the Cost to Company(E) & is subject to market working and company policy.
- Employer's Contribution to Provident Fund (maximum 12% on 1,80,000/- of Basic Salary per annum)
- Gratuity is at 4.81% of your Basic Salary and it is payable on separation, subject to completion of 5 years of service in the company with the prevailing acts.
- Any tax liability arising out of these allowances, perquisites and reimbursements will be borne by the employees.

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PhonePe_Offer_U Upendra_509790

Final Audit Report

2024-08-07

Created:	2024-08-06
By:	People Operations - PhonePe (people.operations@phonepe.com)
Status:	Signed
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-  Document created by People Operations - PhonePe (people.operations@phonepe.com)
2024-08-06 - 1:01:27 PM GMT- IP address: 163.116.195.114
-  Document emailed to mohan.dayananda@phonepe.com for signature
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-  Signer mohan.dayananda@phonepe.com entered name at signing as Mohan Dayananda
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-  Document e-signed by Mohan Dayananda (mohan.dayananda@phonepe.com)
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-  Signer upendrauppu296@gmail.com entered name at signing as U Upendra
2024-08-07 - 6:45:36 AM GMT- IP address: 157.50.1.142
-  Document e-signed by U Upendra (upendrauppu296@gmail.com)
Signature Date: 2024-08-07 - 6:45:38 AM GMT - Time Source: server- IP address: 157.50.1.142
-  Agreement completed.
2024-08-07 - 6:45:38 AM GMT



HLF SERVICES

Mr.A NAGENDRA BABU

Emp Code HHS11361

SALES OFFICER

GURRAMKONDA

SUBJECT: EMPLOYMENT

With reference to our Offer and your acceptance, We are glad to offer you employment with HLF SERVICES LIMITED with effect from 07-Dec-2023.

Subsequent to this Employment

- 1 Your place of posting will be at our GURRAMKONDA office.
- 2 Your position will be SALES OFFICER.
- 3 Your grade shall be S6.
- 4 You will be paid a total remuneration of Rs. 215237 p.a. (Rupees - Two Lakh Fifteen Thousand Two Hundred Thirty Seven only). w.e.f 07-Dec-2023, break-up of which is enclosed. In additions you will be eligible to participate in our incentive programme as detailed in the annexure 2.
- 5 Your date of joining shall be considered as 07-Dec-2023 for all terminal benefits.
- 6 Your Employment Code is HHS11361. You shall quote this code for all future Correspondence.
- 7 You will be able to access our apps by logging in to <https://apps.hindujaleylandfinance.com>, We have sent your login details(userid/password) to your personal mail id as mail and to your mobile as sms. We request you to change your password immediately on your first login.

Please return to us the signed copy of disciplinary declaration & the duplicate copy of this letter along with a copy of the attached General Terms & Condition duly signed by you as a token of your acceptance of this employment.

We welcome you to our organisation & wish you all success.

Best wishes,

Authorized Signatory

I accept the offer for the position as mentioned above with the offered salary package & terms and conditions as communicated to me at the time of offer rollout.

Name & Signature

Date

HLF SERVICES LIMITED

Corporate Office: No. 27A, Developed Industrial Estate, Guindy, Chennai- 600 032. Tel: (044) 3925 2525 Fax: 044-3925 2525

Registered Office: 1, Sardar Patel Road, Guindy, Chennai- 600 032.

Website: <https://www.hindujaleylandfinance.com/>

CIN : U65993TN2008PLC069837 Email : compliance@hindujaleylandfinance.com



HLF SERVICES

Annexure - I	
Name	Mr.A NAGENDRA BABU
Designation	SALES OFFICER
Grade	S6
Location	GURRAMKONDA
Salary Components	
BASIC	5,500
HRA	2,750
CONVEYANCE	1,000
LTA	458
MEDICAL ALLOWANCE	1,250
SPECIAL ALLOWANCE	4,792
Gross Total	15,750
Sub Total A	189,000
Retirals (Company contribution) :	
PF	16,920
Gratuity	3,173
ESI	6,144
Sub Total 'B'	26,237
Total Fixed CTC per annum 'A'+ 'B'	215,237

Yours faithfully

For HLF SERVICES LIMITED,

Authorized Signatory

I accept the offer for the position as mentioned above with the offered salary package & terms and conditions as communicated to me at the time of offer rollout.

Signature of the Employee

HLF SERVICES LIMITED

Corporate Office: No. 27A, Developed Industrial Estate, Guindy, Chennai- 600 032. Tel: (044) 3925 2525 Fax: 044-3925 2525

Registered Office: 1, Sardar Patel Road, Guindy, Chennai- 600 032.

Website: <https://www.hindujaleyardfinance.com/>

CIN : U65993TN2008PLC069837 Email : compliance@hindujaleyardfinance.com



AIRPLAZA RETAIL HOLDINGS PVT. LTD.



Jangala Bhagyasree

Emp.ID:6088978





Optical Health Solution Pvt Ltd
Inter Office Communication



3RD NOV 2022

Mr. Kumara K B	From
Contact No:- 9900385476	Office
	Contact: 080-26970800

Please allow the below mentioned candidate to join in your Outlet/Warehouse. The details of the candidate are furnished below. Before Candidate's entry into the outlet/Warehouse you please confirm with HR Department.

Employee Details:

Name : Rasuri Harikrishna

Designation ; Apperentice

Department : Pharmacy

D O J : 03-11-2022

Outlet Issued ; INKABLR00534-Vinayaka Theatre Varthur

Bio Metric ID : 79418

Note : If there is any discrepancy found in this letter please send the employee back to Office along with this letter.

The above employee whose photograph is affixed will be reporting for duties on -----
-----Please receives the employee at outlet/Warehouse and explains his/her job responsibilities.
Also advise senior to give shop/Warehouse level training.

Regards,

Kiran Kumar J
Manager -HR

R. Hasulakuma

Signature of the Employee

Contact No: 9177440662

MI NOTE 9
ARI DARLINE

2022/11/2 14:58

Date: 12 Aug 2024

Mr Shaik Nayazalli
17-91-C VADDIPALLI ROADMADANAPALLI MADANAPALLECHITTOOR

Pin-517325 517325

Employee No: 3456210
Dear Mr Shaik Nayazalli

Fixed Term Contract

We are pleased to appoint you in our organization as subject to the following terms and conditions:

1. On joining, your Employee Code would be 3456210.
2. You are hereby appointed as Sales Officer for Two Year commencing from 23 Aug 2024 to 22 Aug 2026 or from the actual date of Joining whichever is later, during which you will render services to our Client at their premises subject to the terms and conditions of this engagement letter and in accordance to the instructions received by you from us or any other authorized person and will be bound by our rules and regulations.
3. You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the services, in a professional manner, at the Client's location until the completion of the term of the work assignment.
 - ii. During the term of the work assignment, render services exclusively to the Client and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - iii. Not engage in any conduct which is detrimental to the interest of the Client or TeamLease.
 - iv. Not receive any payments of any nature directly or indirectly from the Client unless agreed to by TeamLease.
 - v. Neither directly nor indirectly offers you for employment with the Client or its affiliates during the period of the work assignment without prior permission of TeamLease.
 - vi. Extend all cooperation to the Client's employees, consultants, representatives, etc, and do all such things as may be necessary and comply with all terms of the Appointment letter so as to effectively undertake the work.
 - vii. Report and be present at the designated location during the working hours mentioned herein and abide by the rules and regulations as required by the Client.
 - viii. Comply with the safety, health and other rules and regulations of TeamLease and the TeamLease Client that you have been made aware of.
 - ix. During the course of your contract, you can be transferred to a location within the territory of India as and when required by TeamLease for executing the services provided herein.
4. The nature of your relationship with TeamLease will be that of a Contract of Service for a fixed period of Two Years. By executing this letter of engagement neither do we offer you employment with TeamLease nor do you become an employee of TeamLease. Upon expiry or termination of the Work Assignment, your employment with TeamLease shall stand terminated forthwith.
5. Except for expiry of a Work Assignment due to completion/expiry of the same or in respect of a Work Assignment of one week or a lesser period of time, either party may terminate this Work Assignment Letter by issuing 30 days notice in writing or payment thereof.
6. You will be entitled to 30 days General Leave in a financial year at a time to be determined by the Company.
7. If at any time, you are found overstaying sanctioned leave or absence from work without permission for a period exceeding five consecutive days or habitual absence or similar misconduct considered by TeamLease or its Client to be gross indiscipline, you will be considered to have abandoned your services with TeamLease. This will be treated as voluntary termination of services from your end and incentives withheld. TeamLease will not be liable to pay one month's salary in lieu of notice thereof in such cases.
8. This contract may be terminated by either party giving to the other not less than one month's prior written notice. TeamLease shall be entitled, whether such notice of termination is given by you or TeamLease, to require you to

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proceed on leave at the time of receiving or giving such notice of termination or at any time thereafter. TeamLease shall also be entitled to terminate your services forthwith by paying one month's salary in lieu of notice.

9. Termination of this letter of engagement shall not affect the obligations of the parties that have been incurred prior to such termination and TeamLease shall promptly settle all your dues after making the applicable deductions.
10. You agree to defend, indemnify and hold TeamLease or the Client harmless from any and all claims, damages, liability, attorneys fees and expenses on account of your failure to satisfy any of your obligations under this work assignment letter or for misconduct or for violation of any law or creation of any legal liability by you.
11. Any dispute between you and TeamLease shall be referred to a sole arbitrator appointed by TeamLease. The arbitration shall be conducted in English language, in accordance with the Arbitration and Conciliation Act 1996, at Bangalore, Karnataka, India. This Engagement Letter shall be governed by the laws of India.
12. Details of your salary breakup will be as per the Annexure attached herein. You hereby authorize TeamLease to make all salary payments required to be made to you by TeamLease including all reimbursements either by way of Cheque or by directly crediting the amounts to your bank account.
13. You will be entitled to an employer's contribution of Provident fund to the extent of 12% of your basic salary and ESI contribution, if applicable. You will also be covered under Medical and Accident Insurance and will be entitled to all other statutory benefits whichever is applicable during the contract period. It is hereby clarified that if you fail to submit complete ESIC, PF, Gratuity nomination forms together with any other document as required under the applicable labour legislations, TeamLease shall not incur any liability with regards to any Claims under the said applicable labour legislations.
14. In addition to the terms contained herein, your relationship with TeamLease may be subject to such other additional terms and conditions as may be communicated to you from time to time in writing by TeamLease and you hereby agree to have read and clearly understood the terms of employment provided in the Service Rules, which is attached herein.
15. The nature of your relationship with TeamLease will be that of contract of service from 23 Aug 2024 to 22 Aug 2026 . Upon expiry or termination of the work Assignment, your employment with TeamLease shall stand terminated forthwith.
16. .“You shall not, either during or after termination of your employment with client give out to any third part by word of mouth or otherwise, the Proprietary and/or Confidential Information of the Company, that shall include but not limited to all information, software (whether in object or source code), statistics, data, data base, knowledge, trade secrets, inventions, products detail, know-how, formula, processes, designs, drawings, charts, maps, concepts, ideas, systems, project plans, business plans, client details, security information, any other creations of whatsoever nature, kind or description, organizational matters pertaining to company or our client. Further, you shall not at any time, whether during or after the period of employment, use such Proprietary or Confidential information or any part thereof, for your own benefit or for the benefit of any person, firm, company or other legal entity other than our client. This Non-Disclosure obligations enumerated above shall be binding on you at all times, irrespective of whether you continue to be employed by the company or not.
17. .This appointment letter shall be co-terminus with the agreement we have with our client.

We at TeamLease would like to create an environment and culture committed to co-operation, quality and responsiveness that permeates every activity. As a new entrant we would like you to add value to this process. Please return the copy of the enclosed Letter duly signed in token of you having read , agreed , fully understood and accepted the terms and conditions of appointment. In case we do not receive your acknowledgement copy within a period of 15 days from the date of joining, your assignment at TeamLease with the acceptance of your first salary from TeamLease will be conclusive proof of your acceptance in accordance of terms and conditions.

ENDORSEMENT

I hereby confirm acceptance of the above assignment, on the terms and conditions stipulated therein.

For TEAMLEASE SERVICES LIMITED

Accepted and Agreed

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(Authorized Signatory)

Signature and date:
Name: SHAIK NAYAZALLI

Salary Annexure

Employee No: 3456210

Particulars	Amount
Basic	5500
House Rent Allowance	2200
Employer PF Contribution	1275
ESIC - Employer	417
Works Allowance	5125
TotalAmount	14517
Amount In Words(Rs)	Fourteen Thousand Five Hundred Seventeen Rupees

Net Pay Annexure

EARNINGS	Amount
Basic	5500
House Rent Allowance	2200
Works Allowance	5125
Gross Earnings	12825
DEDUCTIONS *	Amount
Employee ESI	97
Employee PF	1275
Total Deduction	1372
Net Salary	11453

* Income-tax deductions, if applicable, will be as per the Income-Tax Act, 1961

** Annual components (like LTA, Medical Reimbursement) would be payable on claims and will be considered for exemption under Income Tax subject to receipt of valid bills for the Financial Year if applicable

Note : This statement is only for the purpose of information and is illustrative in nature

Dated: 12 Aug 2024

The Branch Manager
HDFC BANK LTD

Subject: Introduction Letter for Salary Account

Dear Sir,

We hereby confirm that below mentioned employee are bonafide employees of TeamLease Services Ltd, Bangalore and we would like to confirm the below details are as per our records.

SL No.	Emp. Code	Emp. Name	Location
1	3456210	Shaik Nayazalli	Madanapalle

This letter is given to the above employee towards zero balance salary account activation purpose.

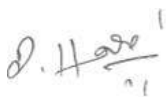
This letter is given subsequent out banking arrangements with HDFC Bank, Bangalore.

Company Name: TeamLease Services Ltd
Company Code: T0559

Request you to please do the needful .If any clarifications please write to sudhir.kumarhn@hdfcbank.com

Yours sincerely,

For TeamLease Services Ltd



Authorised Signatory,

Name: Hari Krishna P L

Designation: Senior General Manager – Staffing Operations

Mandatory Training Programme - Prevention of Sexual Harassment at Work Place - The Sexual Harassment

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of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 (Act)

In accordance with the provisions of the above Act and the Policy of the Company to create awareness on prevention of sexual harassment at workplace, we urge you to undergo an online training programme, on the subject matter.

Please note that undergoing online training is mandatory for this engagement.

The **link** to undergo the programme and complete the evaluation is given below.

Link : <https://tconnect.teamlease.com/Learning>

The training programme shall be conducted on a regular basis every year. Please complete the training programme within 15 days of receipt of this letter, after which it shall be treated as a deemed confirmation that you have understood your responsibilities in ensuring a safe workplace.

Date: 02/12/2024

SUB: Offer Letter

Dear Mr **A Hemanth Kumar**,

With reference to the interview, you had with us, we are pleased to offer you a position of **Sales consultant at Jayanagar Branch**, as per the terms & conditions mentioned below.

1. You will be paid a Gross Salary of Rs 19500/- (Nineteen Thousand Five Hundred) per month subject to all statutory deductions (ESI, PF, PT and any else applicable) and any taxations deductions.
2. The details of your salary are strictly confidential and should not be disclosed to others.
3. You will be on Probation for a period of 3 months, which may be extended or reduced at the sole discretion of the management.
4. During the Probation Period, your services are liable for termination without assigning any reasons whatsoever or notice, if your services are found not to our entire satisfaction. Only after confirmation, you will be entitled to all the facilities which are given to permanent employees of the company.

A formal appointment letter with all the terms & conditions will be issued to you at the time of your joining. We request you to bring following documents at the time of reporting to duty, reserves the right to withdraw this offer in event of an adverse finding during the reference check in your respect and pertaining to the disclosure in your resume.

- Duly filled Employment Application Form.
- Passport size photographs (3 nos.).
- Original certificates / testimonials for verification & return.
- Relieving letter from the immediate past employer.
- Experience Certificate from your previous employments.
- Latest 3 months pay slips / Latest 3 Months Bank statement.
- PAN Card copy and Aadhar Card copy. (Colour Xerox)

In case any of the above documents are already submitted, please ignore the same and submit the remaining documents while joining.

1. Your present place of work will be at **Jayanagar** but during the course of the above assignment, you shall be liable to be posted / transferred anywhere to serve any of the Company's Projects or any other establishment at the sole discretion of the Management.
2. You will be responsible for safekeeping and return in good condition and order of all Company property, which may be in your use, custody or charge.
3. You are eligible for 1 Casual Leave (CL) in a month which is not transferrable to the next month. You are eligible for 1 Eligible Leave (EL) in a month which can be accumulated and be carried forward to the next month or end of the year, but will lapsed at the end of the year.
4. Termination of Services:

- a. Subject to the provisions of rules and regulations, Infini Energy Motors may terminate the services of any employee, if it is felt that his/her continuance in their services is not in interest of the company.
- b. The option to dismiss the services of an employee shall be exercised under the following circumstances:
 - i. Violation of Code of Conduct
 - ii. POSH
 - iii. Unsatisfactory performance
 - iv. Unforeseen event

Please report for duty on or before **03/12/2024**. It may be noted that if you do not report for duty as discussed, it will be deemed that you are not interested in our offer and will stand automatically withdrawn with effect from the said date.

If you accept the terms and conditions above mentioned, please sign the declaration in the duplicate and return to us. The original shall be retained by you.

We welcome you to Infini Group of Companies and we look forward to a fruitful collaboration. Wishing you Most & More...

I agree to accept consultancy on the terms and conditions above mentioned. The original of this letter is in my possession.

Employee Undertaking

I have read and understood the above-mentioned terms and conditions. I voluntarily accept the same and I shall abide to the terms and conditions mentioned therein and any amendments from time to time. All the above-mentioned terms and conditions will come in force from your date of joining, in case of no acceptance received before the first salary it would be deemed as acknowledged and accepted by you on receipt of your first salary.

Name:

Signature:

Date:

**With Regards,
For Infini Energy Motors**

Authorized Signatory