

## RKSD College, Kaithal

Session (2017-18 to 2021-22)

### SSR Cycle-III

#### 5.2.1 Consolidated List of Students Placed during last 5 years

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years						
Sr.No.	Year	Name of student who has been placed	Program graduated from	Year of graduation	Name of the Company	Compenstion/Pay package at appointment (In INR per annum)
1	2017-18	Buta Singh (9812828593)	B.A.	2015-2018	Relationship Officer at Axis Bank, Kaithal	200000
2	2017-18	Sandeep (9992229169)	B.A.	2015-2018	Peon in Labour Department, Haryana	300000
3	2017-18	Lokit (8930002831)	B.Sc (Non Medical)	2015-2018	Inspector in Haryana Police	900000
4	2017-18	Arjun (7357336577)	B.Com	2015-2018	Loan advisor in Aye Finance Pvt. Limited	144000
5	2017-18	Jyoti Gill (8607064535)	B.Sc (Non Medical)	2015-2018	IDBI Bank	360000
6	2017-18	Ankita (8950455901)	B.Com	2015-2018	Sales Manager in BYJUS, Bangalore	720000
7	2017-18	Vikas (7015499970)	B.A.	2015-2018	Sub Inspector in Haryana Police	650000
8	2017-18	Meenakshi (7988191232)	B.Sc	2015-2018	Apprenticeship Trainer in SBI, Chandigarh	180000
9	2017-18	Ravi Mittal (9466486548)	B.Com	2015-2018	Assistant sales manager ADITYA BIRLA HEALTH INSURANCE ,Delhi	350000
10	2017-18	Rinku (8199908664)	B.Com	2015-2018	Relationship Manager, NBFC Company , Kaithal	320000
11	2017-18	Rajat (9817111276)	B.A.	2015-2018	H.R. in Dr. Ram Kirti Hospital, Kaithal	180000
12	2017-18	Amrinder Singh (8053355387)	B.A.	2015-2018	Relationship Officer at Axis Bank, Kaithal	600000
13	2017-18	Shefali Singla (7206316263)	B.Com	2015-2018	Mortgage Underwriting in WNS, Gurugram	500000
14	2017-18	Sahil Jindal (9996930976)	B.Sc (Non Medical)	2015-2018	Banker at SBI Bank, Delhi	600000
15	2017-18	Naveen (9068681811)	B.Sc (Non Medical)	2015-2018	SWO-A in Punjab National Bank, Balu (Kaithal)	540000
16	2017-18	Pooja Rani (9541586337)	B.Sc (Non Medical)	2015-2018	L/Constable, Haryana Police	420000
17	2017-18	Bhawna Saini (8950331200)	M.A. (English)	2016-2018	PRT in KVS	936000
18	2017-18	Arushi (8950082551)	B.Sc (Medical)	2015-2018	Trainee Faculty at PW	120000
19	2017-18	Jyoti (9306055159)	B.Sc (Computer Science)	2015-2018	Customer Care at Beejapuri Dairy Pvt. Limited, Gurugram	180000

20	2017-18	Naman Sharma (8950503240)	B.Sc (Medical)	2015-2018	Teacher in Yogeshwar Sr. Sec. School, Siwan	100000
21	2017-18	Ajay Kumar (9017154800)	B.A.	2015-2018	Shift Attendant in UHBVN, Haryana	480000
22	2017-18	Amit Dhull (9068844245)	B.A.	2015-2018	Haryana Police	480000
23	2017-18	Mehak Goyal (7988563066)	B.Sc(Non-Medical)	2015-2018	Assistant Manager in Union Bank	700000
24	2017-18	Arzoo Munjal (9034895307)	B.Com	2015-2018	Teacher	250000
25	2017-18	Somya Goel (8221008168)	B.Sc	2015-2018	Assistant Professor in R.K.S.D. College, Kaithal	125000
26	2017-18	Ankush Nain (9991705043)	B.Sc (Non Medical)	2015-2018	Train Manager in Indian Railways, Bengluru	840000
27	2017-18	Bittu (9050304418)	B.Sc (Electronics)	2015-2018	Irrigation Department, Haryana	360000
28	2017-18	Jarnail Singh (9992789665)	B.A.	2015-2018	Sales Executive in IJCS	300000
29	2017-18	Priyanka (8708912898)	M.A. (English)	2016-2018	PRT Teacher in English	300000
30	2017-18	Chetan Sharma (9729887718)	B.C.A.	2015-2018	Java developer in Master software solutions, Mohali	350000
31	2017-18	Rahul Badgujjar (7876999274)	B.Com	2015-2018	Constable in Haryana Police	475000
32	2017-18	Rajkishan (9988124433)	B.A.	2015-2018	Clerk in Dr. Bhim Rav Ambedkar Govt. College Kaithal	300000
33	2017-18	Meena Rani (7027459914)	M.A	2016-2018	Deo Sanskrit Vishwavidyalaya, Mundri	150000
34	2018-19	Prishi (7404962149)	B.Com	2016-2019	Hartron skill center, Kaithal	120000
35	2018-19	Sunny ( 9896362529)	B.Com	2016-2019	Globe Toyota, Kaithal	240000
36	2018-19	Ankit (7900071723)	B.Com	2016-2019	HDFC Bank, Kaithal	174000
37	2018-19	Riya (7206914564)	B.Com (Hons.)	2016-2019	Global Operations Manager in Edvoy, Uk	2100000
38	2018-19	Mahipal Nain (9050404841)	B.Com	2016-2019	LDC Clerk in UHBVN	480000
39	2018-19	Ankit Kumar (7357343782)	B.A.	2016-2019	Air Force in Badmer (Rajyastahn)	600000
40	2018-19	Deepak Kumar (9518569000)	M.A. (Hindi)	2017-2019	Asstt. Manager, SAEL Limited Uttar Pardesh	250000
41	2018-19	Pooja Gupta (9034304699)	B.A.	2016-2019	Clerk in Excise and Taxation department, Kaithal	360000
42	2018-19	Naveen Saini (7206277062)	B.Sc	2016-2019	Data Analyst at Wipro	1000000
43	2018-19	Shinu Goyal (7027673452)	B.Sc (Medical)	2016-2019	Assistant Professor in R.K.S.D. College, Kaithal	120000
44	2018-19	Pooja (8396851995)	B.A.	2016-2019	Animal attendant in Animal Husbandary & Dairying Kalanwali	300000
45	2018-19	Pawan Kumar (7700992122)	B.Com	2016-2019	LDC Clerk in UHBVN, Haryana	480000
46	2018-19	Kuldeep (8950234432)	B.Sc	2016-2019	Technical Officer in Air Force, Tamilnadu	750000
47	2018-19	Partap Singh (9992090781)	B.Sc (Computer Science)	2016-2019	Field Officer in Namra Finance Limited, Ahmedabad	180000

48	2018-19	Divya Mittal (8950710743)	M.Sc (Mathematics)	2017-2019	Assistant Professor in R.K.S.D. College, Kaithal	150000
49	2018-19	Nisha (9991217617)	M.Sc (Mathematics)	2017-2019	Assistant Professor in I.G.M.M.V. College, Kaithal	180000
50	2018-19	Ankit (9034276308)	B.Com	2016-2019	Sales Officer in Secured Personal Loan, Ambala	144000
51	2018-19	Komal Dhingra (8295346551, 8168139878)	B.Sc (Computer Science)	2016-2019	Content writer at Highl Digital Consulting Pvt. Limited (Bathinda)	192000
52	2018-19	Vijay Panchal (7206473400)	M.Sc (Mathematics)	2016-2019	Teacher in Green Fields Public School, Kasaur	400000
53	2018-19	Nitin Gera (9588523323)	B.C.A.	2016-2019	Aristo Pharmaceutical Pvt Limited	320000
54	2018-19	Vinod (9728391082)	B.A.	2016-2019	Irrigation Department (PWD) Group D	280000
55	2018-19	Balwan (8813868652)	B.A.	2016-2019	SI, Haryana Police	600000
56	2018-19	Sunaina Bansal (9812019153)	B.Com (Hons.)	2016-2019	CA in Genpact, Gurugram	900000
57	2018-19	Ruder Mani (9729734037)	B.C.A.	2016-2019	Assistant executive in Shri Ram Finance Limited	250000
58	2018-19	Navdeep (7206105986)	B.Com	2016-2019	Senior analyst, IA ocwen financial solutions	480000
59	2018-19	Chahat Goyal (9017072209)	B.Com	2016-2019	Analyst in Black Rock, Gurugram	800000
60	2018-19	Kailash Chander (8929010315)	M.A. (Hindi)	2017-2019	Assistant Professor in R.K.S.D. College, Kaithal	192000
61	2018-19	Govind Kumar (7082250872)	M.A. (Hindi)	2017-2019	Deputy Manager in Kotak Mahindra Bank, Delhi	400000
62	2018-19	Vikas Kumar (7027113003)	B.A.	2016-2019	Group Loan Officer in RBL Bank, Kurukshetra	235000
63	2018-19	Shreya Khurana (9306781163)	B.Com	2016-2019	Customer care executive in eakansh motor	150000
64	2018-19	Satparkash (8950814650)	B.Com	2016-2019	Quality care Manager in Eakansh Motors, Kaithal	180000
65	2018-19	Nikita Sharma (9138100381)	B.Sc	2016-2019	Assistant Professor in R.K.S.D. College, Kaithal	120000
66	2018-19	Yogesh Sharma (9996129928)	B.Com	2016-2019	AU SMALL FINANCE bank	300000
67	2018-19	Ajay (7056562752)	B.Com	2016-2019	Team Leader in LR Automobiles, Kaithal	300000
68	2018-19	Sarika (9306889623)	B.Com	2016-2019	Accountant in Akshay Firm, Kaithal	140000
69	2018-19	Sapna Jain (9254638125)	M.Com	2016-2019	PGT Commerce in IG School, Kaithal	156000
70	2019-20	Gurtej Singh (9996659931)	MA English	2018-2020	Planet Spark, Mumbai	480000
71	2019-20	Shubham	M.Com	2018-2020	Union bank of india, Mumbai	1000000
72	2019-20	Vijay Kumar (9034856554)	B.Com	2017-2020	Cholamandlam small finance, Kaithal	204000

73	2019-20	Simran (8529320247)	BCA	2017-2020	System Associate in Infosys limited Chandigarh	220000
74	2019-20	Renu (9518128093)	B.A.	2017-2020	Senior Associate at WNS Global Services , Gurugram	563000
75	2019-20	Divya (8168883842)	BCA	2017-2020	Developer in Infosys limited, Pune	220000
76	2019-20	Riya Singla (7206914564)	B.Com (Hons.)	2017-2020	Lead Actuarial Analyst in Mercer, Gurugram Haryana	900000
77	2019-20	Peetam Singh (8059919023)	B.Com	2017-2020	Relationship officer in Rural Lending Farmer Funding Sales Department	207936
78	2019-20	Charanjeev (8607506992)	B.Com	2017-2020	Job in au small finance bank	250000
79	2019-20	Garima (8950735506)	B.Com	2017-2020	Receptionist at Radiant Diagnostics, Kaithal	120000
80	2019-20	Pragati Mittal (7678147748)	B.Com	2017-2020	Text Analyst in E&Y Bangalore	425000
81	2019-20	Ravi Prakash (8607406846)	B.Sc (Medical)	2017-2020	Clerk at Irrigation Dept, Kaithal	360000
82	2019-20	Himanshu (8168246511)	B.Com	2017-2020	HDFC BANK (HDB FINANCIAL SERVICES)	220000
83	2019-20	Manisha (8708094303)	B.A.	2017-2020	Coach (OSP) , HARYANA SPORTS DEPARTMENT	672000
84	2019-20	Mahipal	M.A. (English)	2018-2020	English Teacher in MDN School Narwana	300000
85	2019-20	Ravinder Kumar (9817236944)	B.Com	2017-2020	Rural Sr. Sales executive, HDFC Bank, Cheeka	180000
86	2019-20	Hemant Goyal (9306546993)	B.Com	2017-2020	Store sysytem incharge in Ethos Limited, Chandigarh	350000
87	2019-20	Rajji Dhiman (9467415752)	B.Com	2017-2020	Teacher in D.A.V. Police Public School, Kaithal	200000
88	2019-20	Lovepreet Singh (7357166490)	B.C.A.	2017-2020	internship as frontend developer in Omninos Technology Mohali	144000
89	2019-20	Vrinda (9671377870)	B.Sc (Medical)	2017-2020	Junior Reseach Fellow in ICAR Indian Agricultural Research Institute (New Delhi)	480000
90	2019-20	Ravi Singh (9053101336)	B.Sc (Computer Science)	2017-2020	Quality analyst in Fusion, Mohali	180000
91	2019-20	Devender (9017201746)	B.Com	2017-2020	RBL Bank	220000
92	2019-20	Manish (8053225038)	M.A. (English)	2018-2020	Assistant Professor in R.K.S.D. College, Kaithal	125000
93	2019-20	Jyoti Rani (7988982332)	M.A. (Economics)	2018-2020	PRT in DAV Public School, Siwan	150000
94	2019-20	Rahul Gandhi (9467559514)	B.Sc (Computer Science)	2017-2020	Cashier in Bank of Barora, Ambala Cantt	360000
95	2019-20	Uday Pal (9034610087)	B.Sc	2017-2020	Banker in Axis Bank, Theontha	216000
96	2019-20	Rahul (9991710028)	B.A.	2017-2020	Credit Operation Job in Finance Company	206000
97	2019-20	Shalini Mittal (8572868596)	B.Sc (Computer Science)	2017-2020	Support Engineer	750000
98	2019-20	Keshav Rajpal(8950648064)	B.Com	2017-2020	Banker	375000
99	2019-20	Vanshika (9518644232)	B.Sc (Computer Science)	2017-2020	Programmer Analyst in Cognizant, Bangalore	400000

100	2019-20	Shiv Raj (8059837138)	B.A.	2017-2020	Assistant workshop in Indian Railways	420000
101	2019-20	Heena (9996639769)	B.B.A.	2017-2020	Accountant in Sydeny PTE Master, Kaithal	192000
102	2019-20	Sweta (9053404711)	B.Com (Hons.)	2017-2020	Operation assistant in Jana Small Finance Bank	200000
103	2019-20	Pankaj (8708825291)	B.Sc (Non Medical)	2017-2020	HDB Financial Services	160000
104	2019-20	Mehak (8708372177)	B.Sc (Computer Science)	2017-2020	Associate Infrastructure Specialist Kyndryl IBM	500000
105	2019-20	Priyanka (8168826230)	M.Com	2018-2020	Assistant Professor in R.K.S.D. College, Kaithal	180000
106	2019-20	Naveen (8295086089)	B.Com	2017-2020	Sales Consultant in LR Automobiles, Kaithal	240000
107	2019-20	Amit Kumar (9996252726)	M.A	2018-2020	Security Officer (Mess), Haryana Police	396000
108	2020-21	Sheetal Sharma (8901039098)	B.Com	2018-2021	ASM in Max Life Insurance, Kaithal	335000
109	2020-21	Nishu (8307171243)	M.Com	2019-2021	Nucleo System E302 Vista Tower, Punjab (01724013254)	240000
110	2020-21	Isha (8708431546)	B.C.A.	2018-2021	Wipro work integrated learning programme, Bengaluru (080) 28440011/12	225000
111	2020-21	Aditi Kaushik (8198988255)	B.C.A.	2018-2021	Wipro work integrated learning programme, Bengaluru (080) 28440011/12	225000
112	2020-21	Komal (7015818527)	B.C.A.	2018-2021	Wipro work integrated learning programme, Bengaluru (080) 28440011/12	225000
113	2020-21	Sonali (9588716913)	B.C.A.	2018-2021	Infosys (Bengalore) 80 2852 0261	225000
114	2020-21	Pooja Garg (9812078751)	M.Com	2019-2021	Assistant Professor in R.K.S.D. College, Kaithal	125000
115	2020-21	Nitish (9518657097)	B.Com	2018-2021	Accounts executive at Zeel Laboratory , Karnal	250000
116	2020-21	Vickey (9306923428)	B.A.	2018-2021	Branch Sale Officer at HDFC Bank, Kaithal	200000
117	2020-21	Garima Arora (8168106355)	M.Com	2019-2021	Teacher in Hindu Sr. Sec School, Kaithal	100000
118	2020-21	Chahat Sharma (8708816131)	M.Com	2019-2021	Jr. Officer Cluster coordinator, HDFC Bank, Kaithal	147000
119	2020-21	Asha (9050217760)	B.A.	2018-2021	Helper in Soil Testing Office, Cheeka (Kaithal)	350000
120	2020-21	Rohit (7082249493)	B.Com (Insurance)	2018-2021	Business Development Officer, HDFC Bank, Rajaund (Kaithal)	300000
121	2020-21	Aarti Devi (7404311770)	B.A.	2018-2021	Peon in Deputy Commissioner Office, Ambala	300000
122	2020-21	Aman Mudgil (7404102142)	M.A. (English)	2019-2021	Online Teacher in Byjus Academy	340000
123	2020-21	Muskan (9050094399)	M.A. (Economics)	2019-2021	ASDM in Indusind Bank	200000

124	2020-21	Rohan (9729485941)	B.Com	2018-2021	Somatico Pharmacal Pharma company, Mumbai	230000
125	2020-21	Sapna (+61 406 824 416)	B.A.	2018-2021	Store Person in Go programmed Melbourne,Australia	1590000
126	2020-21	Tarlochan Singh (8221829511)	B.A.	2018-2021	Assistant manager in Bajaj Finserv, Kapurthla	450000
127	2020-21	Mannu (8708563834)	B.C.A.	2018-2021	Senior System Associate in Infosys	290000
128	2020-21	Aman (8929835131)	B.A.	2018-2021	Security Officer in Reliance Retail Limited	120000
129	2020-21	Himanshu Chowdhary (7015403630)	B.Com	2018-2021	Sales Officer in HDFC Bank Kaithal	280000
130	2020-21	Ravi (8708652801)	B.A.	2018-2021	Production supervisor in Shree Sai Polymers, Delhi	300000
131	2020-21	Pardeep (8059203615)	B.A.	2018-2021	Indian Army	708000
132	2020-21	Daman (7876153105)	B.Com	2018-2021	Tata AIA life insurance agent	470000
133	2020-21	Pushpinder Singh (9992690586)	B.Com	2018-2021	Business Exective in Wallace Pharmaceutical, Haryana	300000
134	2020-21	Manju Rani (7988977031)	B.Sc (Medical)	2018-2021	PTE Trainer in Chaitnya, Kaithal	180000
135	2020-21	Nitin Kalra (8571062423)	B.Com	2018-2021	Muthoot Finance, Karnal	204000
136	2020-21	Naveen Kumar (9991116338)	M.Sc (Mathematics)	2019-2021	TMM in Indian Armed Forces	400000
137	2020-21	Ekta Devi (9991192043)	M.Sc (Mathematics)	2019-2021	TGT (Science) in Jat School, Kaithal	120000
138	2020-21	Hari Bansal (9034548323)	B.Com (Hons.)	2018-2021	Customer Care Executive in Eakansh Motors	100000
139	2020-21	Jagdeep (8396051842)	B.C.A.	2018-2021	Business development associate in BYJU's	700000
140	2021-22	Mansi (9991079514)	M.Com	2020-2022	Teller at Hdfc bank, Kaithal	261400
141	2021-22	Rita Devi (9817338852)	M.A. English	2020-2022	TGT ENGLISH,Department of School Education, Haryana	780000
142	2021-22	Vanshika (7404482131)	B.Com	2019-2022	Accountant at Shree Ram College, Kaithal	120000
143	2021-22	Shivani Garg (8295835654)	M.Sc (Mathematics)	2020-2022	Assistant Professor in R.K.S.D. College, Kaithal	125000
144	2021-22	Ekta Garg (7988009346)	M.Com	2020-2022	Teacher in Aaryan International School, Kaithal	200000
145	2021-22	Neha Dhiman (9729019327)	M.A. (Economics)	2020-2022	Relationship executive at Muthoot finance	180000
146	2021-22	Lakshika (7777005393)	M.Com	2020-2022	Student and admission officer at Aakash BYJU's	240000
147	2021-22	Neha Rani (9518464058)	B.Com (Hons.)	2019-2022	Internship in sunglass hut for MBA ( Retail Management)	180000
148	2021-22	Karan (9518134123)	B.Com	2019-2022	Credit Executive in Cholamandalam Finance, Kaithal	180000
149	2021-22	Mamta Rani	M.A. (English)	2020-2022	Assistant Professor in R.K.S.D. College, Kaithal	120000
150	2021-22	Yogesh	B.Com	2019-2022	LIC Advisor in LIC office, Karnal	120000

151	2021-22	Neeraj (9306975360)	B.Com (General)	2019-2022	Cashier at Suvidha, Kaithal	180000
152	2021-22	Paras (9518475126)	B.Com	2019-2022	Promotor in Vivo, Kaithal	130000
153	2021-22	Anurag (8813030810)	B.Com	2019-2022	PTE Trainer	120000
154	2021-22	Anju Rani (7404230031)	B.Com	2019-2022	Credit Reviewer in Manibhavnam Home Finance, Kaithal	140000
155	2021-22	Preetam Singh (8059919023)	B.A.	2019-2022	Axis Bank (Kangthali)	250000
156	2021-22	Sawan (9350354544)	B.Com	2019-2022	Operation support in Teamlease service Ltd. Bangalore	188728
157	2021-22	Anjali Choudhary (9953144348)	M.Sc (Mathematics)	2020-2022	Teaching in Shalom hills school, Gurugram	500000
158	2021-22	Komal (9350844931)	M.Sc (Mathematics)	2020-2022	Cashier in ICICI Bank	272000
159	2021-22	Kush Choudhary (8168687239)	M.A. (English)	2020-2022	Assistant Professor in R.K.S.D. College, Kaithal	113600

  
 Principal  
 R.K.S.D. College  
 KAITHAL



# R.K.S.D.(P.G.)College

'A'Grade,NAAC Accredited

Katihah-136027,Ph.01746-222368

Affiliated to Kurushetra University,Kurushetra



**MS. POOJA GARG**

**ASSISTANT PROFESSOR**

*Sicar*

Principal



**AU  
SMALL  
FINANCE  
BANK**

**A SCHEDULED COMMERCIAL BANK**



**Charanjeev**

**Employee Code : 253146**

**Credit**



**25 YEARS OF  
BUILDING TRUST**

Please check the

# agriwise

we give credit



## RINKU

Emp. ID : RL/1415/60801  
D.O.J. : 07-01-2023  
Location : Kaithal  
Dept : SALES  
Blood Group : A+

  
Issuing Authority



IndianOil

Indian Oil Corporation Limited  
Panipat Refinery-Fire & Safety Department  
Driver Training Card (Valid for 1 Year)



Gate No. (IOCL) : ..... Sr. No. 219

Name : Gurnmeet Singh

Licence No : MR 0820180004605

Class of Vehicle : LMV / HMV / Other. HMV

Contractor : VRC CONSULTANTS PVT LTD

Trading done on 20/02/2024 (Valid Upto: 19.02.24)

Trained By : V. Prakash Sign: [Signature]





**Deepak Bansal**

Employee Code: 101375800

Emergency Contact:

9255419530



## My profile

View and update your personal details by clicking on the View or Edit profile link



<b>Date of joining</b>	03/06/2022
<b>Job category</b>	Managers
<b>Designation/title</b>	Asst Manager
<b>Grade</b>	Executive
<b>Department</b>	Fuel Center
<b>Segment</b>	Biomass Energy
<b>Cost center</b>	SAEL Limited
<b>Company</b>	SAEL Limited
<b>Location</b>	Kaithal Haryana
<b>Zone</b>	Local
<b>Payroll processing state</b>	Uttar Pradesh
<b>Status</b>	Current
<b>Employment type</b>	Permanent
<b>Job description</b>	2.0
<b>Job description</b>	9518569000

AA



sael.empxtrack.com



**WNS**



**Renu**

403735

Emergency Call 7015967277

Blood Group A+Ve

The Principal

R.K.S.D. PG College

Paithal

24-02-2023

Subject : Joining letter

Respected Sir

Myself Ms. Shinu Goyal, I am writing this letter to formally accept your offer to join your prestigious college as an Assistant professor (Adhoc) in the Department of Chemistry from today. I assure you that my educational background and work experience will help me contribute as an educator to your esteemed institution.

Yours Sincerely

Shinu Goyal

Allowed to join

w.e.f. 24.2.2023

on Temporary basis

for 24 periods/week

Recommended

SAGG  
24/2/23

Shay  
24/2/2023



# Sunny

710113 | EDP Officer

Last login 01 Mar 23 | 14:13



## My Profile > Company

<b>Working For</b>	Globe Automobiles Pvt Ltd
<b>Work Location</b>	Kaithal
<b>Department</b>	Sales
<b>Designation</b>	EDP Officer
<b>Grade</b>	E1
<b>Weekly Off</b>	Sunday
<b>Second WeeklyOff</b>	
<b>Weekly Off Week wise</b>	
<b>Shift</b>	Gen_shift ( 09:35 - 18:05 )
<b>EType</b>	STAFF
<b>Date of joining</b>	28-Jul-2022   Tenure - 0.8 Yrs
<b>Company Email</b>	edp_globektl@globeauto.in
<b>Confirmation Due Date</b>	28-Jan-2023
<b>Confirmation Date</b>	
<b>Reporting Mgr.</b>	Ravinder Singh (710099)



**Naveen**  
**Saini**

GI  
**WNS**



**Shefali  
Singla**

**403726**

Emergency Call 7206316263

Blood Group B+Ve

GI  
**WNS**



**Shefali  
Singla**

**403726**

Emergency Call 7206316263

Blood Group B+Ve



Identity Card

# Uttar Haryana Bijli Vitran Nigam

(A Govt. of Haryana Undertaking)

IDENTITY CARD No. : 1580



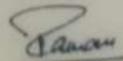
Name Pawan Kumar

Designation L.D.C

Office SDO 'OP' S/Divn.UHBVN Cheeka

Date of Issue 1-12-2021 Valid upto 31-12-2024

Aadhar No 3721 0042 4934



Holder Sign.

  
SDO 'OP' S/DIVN  
UHBVN, CHEEKA

Issuing Authority



# HINDU SR. SEC. SCHOOL

Nursery to 12th (11th, 12th Arts & Commerce)

Session 2022-23

STAFF ID CARDS

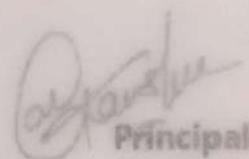


**GARIMA**

Desig. : Teacher

Mob. : 8168106355

Add. : Siwan Gate, Kaithal

  
Principal

Contact No. +91 99920-65231

## ETHOS LIMITED

(Formerly known as KAMLA RETAIL LIMITED)

KAMLA CENTRE, SCO 88-89, SECTOR 8-C

Chandigarh - 160 009 INDIA

Phone : +91 172 2548223/24/27, 2544378/79

Fax : +91 172 2548302

CIN - U52300HP2007PLC030800

17 February 2023

Mr. Hemant Goyal  
44/15, Ward No.18, Gali no.1, Shora Kothi,  
Jakholi Adda, Jind Road,  
Kaithal, Haryana-136027

Sub: **Letter of Intent (LOI)**

Dear Hemant,

This is with reference to your application and subsequent interview you had with us.

We are pleased to offer you the position of **Store System Incharge** on the terms and conditions discussed and agreed at the time of your interview. This offer is subject to receipt of satisfactory background verification report from an external agency. You are requested to kindly sign and send us back the authorization form so that your background check can be initiated by the agency.

A detailed appointment letter containing terms and conditions shall be issued to you subsequent to your joining and submission of the following document -

1. Copies of educational certificates (highest education)
2. Reference checks from reporting authority
3. Last drawn Salary Slip (if applicable)
4. Copy of Permanent Residence proof
5. Passport-size 8 (eight) photographs

Please note that either party can terminate the engagement with a notice of 7 (seven) days under period of probation, and 30 (thirty) days after probation or salary in lieu thereof.

You are advised to join your duties on or before **1<sup>st</sup> March 2023** failing which this offer shall be treated as cancelled.

Thanking you,

For ETHOS LIMITED



Abhishek Kumar  
Head of HR

Attachments:

Salary Break Up



**MUSKAN**

Name: Muskan

Employee Code: 136617

Blood Group: B+ve

A handwritten signature in white ink, appearing to read "Sulvi Muly", is written over the red background.

Issuing Authority

**IndusInd Bank**



# Namra Finance Limited

Wholly Owned Subsidiary of Arman Financial Services Ltd.



Name : PARTAP SINGH

Employee ID : MF120120226402

Designation : FIELD OFFICER

Blood Group :

Date of Join : 12-01-2022

502-3, Sakar III, Opp. Old High Court,  
Off Ashram Road, Ahmedabad - 380014

Phone : 47507000, 27541983

  
Issuing Authority

Employed by  
**QUESS**  
WINNING TOGETHER

Deputed at

**AXIS BANK**



**Buta Singh**

**ID** : AS510641  
**Blood Group** : B+  
**Emergency Contact No.** : 7003309561  
**Location** : 314\_Kurukshetr  
a



AXIS BANK



**Amrinder Singh**

Employee No: 381655

Blood Group : B+

A handwritten signature in black ink, appearing to read 'Amrinder Singh'.

Issuing Authority



# GOVERNMENT OF HARYANA

## Deputy Commissioner's Office Ambala



<b>Name</b>	Aarti Devi
<b>Father's Name</b>	Sh. Ishwar Singh
<b>Designation</b>	Peon
<b>Office Address</b>	DC Office, Ambala

*Aarti*

Sign.of Holder

*Sh. Ishwar Singh*  
25/05/22  
Issuing Authority  
AMBALA

Issuing Authority

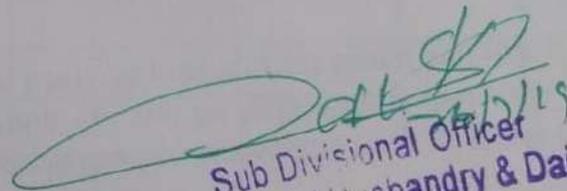
Sub Divisional Officer  
Animal Husbandry & Dairying  
Kalanwali

## JOINING ORDER

On the Recommendation of Haryana Selection Commission, Panchkula vide letter No. HSSC/Confd./Recomn./2019/242, dated 27-05-2019, Shri.....<sup>Loonja</sup>..... are hereby Appointed as Animal Attended in the department of Animal Husbandry & Dairying on regular basis in the pay scale of Rs. 16900/- (DL) plus usual allowance sanctioned by the Haryana Government from time to time. If the office is accepted, he/she should report for joining his/her duties in the office of concerned Sub Divisional officer, Animal Husbandry & Dairying Kalanwali.

~~Signature~~ →

date → 17-7-2019  
D.D. office no:  
order N: → 3283-85

  
Sub Divisional Officer  
Animal Husbandry & Dairying  
Kalanwali

25 Aug 2021

Dear Sheetal Sharma,

We are pleased to offer you the position of UNIT MANAGER in **Level 1** of our Company.

Components	Rs.Per annum
Basic	64,500
Supplementary Allowance	1,15,500
Flexible Compensation Plan	3,299
Employers Contribution to PF	21,600
Gratuity	3,101
Minimum Statutory bonus	7,000
<b>Total Fixed Pay</b>	<b>2,15,000</b>

The Company reserves the right to conduct background checks including your antecedent, Education and employment. Your continuation in employment will be subject to satisfactory reports being received from all the above mentioned sources.

Please note that this offer is made and is valid subject to your acceptance of the term/conditions of employment with us and may be withdrawn/modified if any information or representation furnished by you is found to be incorrect or if any material information is detected by us to have been suppressed/misrepresented by you or any action on your part is found to be in contravention to the terms and conditions of employment or the Company's Code of Conduct or any Applicable Anti-Bribery Law and the Anti-Corruption and Bribery Policy of the Company. This offer letter may be withdrawn by the Company without assigning any reason whatsoever for such withdrawal. This letter is not to be construed as your letter of appointment, which will be issued separately subject to the conditions mentioned above.

The Company shall have the right to transfer you to any of its departments / offices or depute you to group companies, anywhere in India. In case of deputation to a group Company, the terms and conditions of your employment including gross salary and benefits, etc. as stated in this letter will continue to be applicable.

You are required to submit the requisite documents & proofs of successful completion of your graduation course within 6 months of joining the organization.

Registered Office : ICICI Prudential Life Insurance Company Limited  
ICICI PruLife Towers, 1089, Appasaheb Marathe Marg, Prabhadevi, Mumbai - 400 025, India.  
Tel.: 4039 1600, 6644 1600 • Fax: 2437 6638 • Visit us at: [www.icicprulife.com](http://www.icicprulife.com)



We look forward to your joining the company and wish you a long and successful career with the organization.

Best Regards,

A handwritten signature in black ink, appearing to read "V Tyagi". The signature is written in a cursive style and is positioned above a horizontal line that extends to the left.

Vineet Tyagi  
Vice President  
Human Resources  
ICICI Prudential Life Insurance Co. Ltd.



Nucleo System

## OFFER LETTER

Nucleo System  
E 302 Vista Tower 3<sup>rd</sup> Floor  
Contact No: [01724013254](tel:01724013254)

Date: 10<sup>th</sup> September, 2021

From: **Nucleo System**  
E 302 Vista Tower, 3rd Floor

To: Nishu

### **Employment with Nucleo System**

Dear Nishu,

We are pleased to appoint you as "Technical Support" in Nucleo System on the following terms and conditions:

#### **(1) Type of employment**

The Employee will be employed on the following basis: full-time/Day Shift Monday to Friday (10am to 7pm).

The office hours may be amended by the Employer from time to time. However, the Employer has the right to require you to work such further hours on weekdays/weekends and on other notified holidays.

#### **(2) Commencement of Employment**

(a) Your employment with the Employer shall be effective from the Commencement Date, which shall be the later of: 13<sup>th</sup> September 2021.

You provide the Employer with copies of your passport or birth certificate and all documents pertaining to your educational and professional qualifications and references from your previous employers (if any) to us.

(b) You shall be employed with the Employer as a "Technical Support". The Employer reserves the right to change your designation from time to time at its sole and absolute discretion.

#### **(3) Probation**

You shall be on probation for a period of 3 Months from the Commencement Date. During this period the Employer may terminate your Employment by giving you 15 days' prior written notice of termination. You may terminate the Employment during the probationary period by giving the Employer 30 days' prior written notice of termination. It is clarified that during the probationary period if you give the Employer prior notice of less than 30 days or purport to terminate the Employment prior to the completion of the 30 days' notice period, you hereby agree to pay the Employer the proportionate part of your salary for that part of the notice period that is not fulfilled.



Nucleo System

Nucleo System  
E 302 Vista Tower 3<sup>rd</sup> Floor  
Contact No: [01724013254](tel:01724013254)

#### (4) Compensation & Benefits

As compensation, you shall be entitled to receive a CTC of Rs. 2,40,000 (Two Lakh Forty Thousand only) per annum after deducting taxes as applicable.

This shall accrue on a daily basis and be payable in the following periodicity in arrears by the 7<sup>th</sup> of the subsequent month by transfer to your bank account. It is clarified that 'CTC' shall comprise your total cost to the company and includes all payments made and benefits provided by the Employer directly or indirectly to or on your behalf, whether as salary or otherwise.

#### (5) Salary Increment

(a) Salary increment will be based upon an employee's performance and it is on yearly basis.

(b) Appraisal will get forfeited if resignation within 5 months of appraisal.

#### (6) Holidays and Leave

(a) You will be entitled to 5 public (preferred) holidays in a year in addition to such public holidays as may be notified by the Employer from time to time.

(b) You will be entitled to 12 days paid leaves in a 12-month period on an accrual basis.

(c) If you took leave without informing management then 2 days' salary would be deducted from your monthly salary.

#### (7) Confidential Information & Trade Secrets

(a) During the course of Employment, you will have access to information (whether or not recorded in writing or on computer disk or tape) which the Employer treats as confidential or which has the necessary quality of confidentiality.

(b) Further, you understand that the Employer from time to time has in its possession information which is claimed by others to be proprietary and which the Employer has agreed to keep confidential. You agree that all such information shall be Proprietary or Confidential Information for purposes of this Agreement.

#### (8) Termination

Upon confirmation of your employment, your Employment may be terminated by either party by giving the following notice: 30 days written notice.

Kindly Sign a Copy of this letter in acceptance of the above mentioned terms and conditions and return the same for our records.

Yours Sincerely  
Nucleo System

For NUCLEO SYSTEM

*Harman*  
Prop.



May 22, 2021

Welcome to Wipro's Work Integrated Learning Program ("WILP")

Work Integrated Learning Program  
Wipro Limited, Dodda Kannelli  
Sarjapur Road, Bengaluru - 560 035.  
Phone: (080) 28440011/12, Fax: (080) 28440256

Dear ISHA,

**Sub: Enrolment letter to Wipro's Work Integrated Learning Program ("WILP") as Scholar Trainee – Work Integrated Learning Program**

Welcome to WILP!

With reference to your application, it is our pleasure to enroll you as a Scholar Trainee – Work Integrated Learning Program. This is a scholarship program customized as a robust academic and training program which will enable you to obtain M. Tech degree from one of the premier engineering institution / University in India.

The duration of the academic program shall be 48 months from the **date of enrolment for academic program**. You will be enrolled into the academic program within 12 months from date of joining. Your date of joining will be intimated through a separate communication.

We hope you enjoy the learning with WILP and have an enriching experience being a part of Wipro Limited ("Wipro or "Company").

Please read through the terms and conditions of your enrolment as provided below.

We look forward to having a long and fruitful relationship with you at WILP, Wish you all the best!

Yours sincerely,  
For **Wipro Limited**,

**Aparna Shailen**  
General Manager - Human Resources

Registered Office:

**Wipro Limited** T : +91 (80) 2844 0011  
Doddakannelli F : +91 (80) 2844 0054  
Sarjapur Road E : info@wipro.com  
Bengaluru 560 035 W : wipro.com  
India C : L32102KA1945PLC020800





**Endorsement**

I accept the enrolment and the terms and conditions thereof as specified below. I shall report for undergoing study on

\_\_\_\_\_  
**Signature:**

**Date:**

**Registered Office:**

**Wipro Limited** T : +91 (80) 2844 0011  
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## Terms & Conditions of scholarship

### 1. PROFILE:

You have been selected to be a part of Wipro's WILP and are enrolled as a Scholar Trainee- Work Integrated Learning Program. Upon joining WILP, you will have to undergo a "Project Readiness Program" ('PRP') that prepares you to participate in projects at the Company as part of this learning program. This robust academic program will also enable you to obtain **M. Tech degree from one of the premier engineering Institution / University** upon successful completion of the course.

### 2. DURATION:

The duration of your academic program will be for a period of 48 months from the date of enrolment to the academic program. You will be enrolled into the academic program within 12 months from date of joining. Unless the Company extends the period of your study in writing, which is done solely at the discretion of the Company, your enrolment would automatically terminate at the end of the stated 48 months.

In case the Company extends the academic period (in writing) you will continue to be enrolled as a Scholar Trainee – Work Integrated Learning Program with WILP.

### 3. Scholarship/Stipend and Benefits

During your period of enrolment, you would be entitled to a consolidated monthly scholarship.

Apart from the monthly scholarship, the Company will provide you with life & accidental insurance that would include a cover for you, the premium / cost will be taken care of by Wipro. This is a voluntary benefit offered by the Company and the details of the same are listed below.

- i. A Group Personal Accident Insurance (GPAI) coverage of **INR 12, 00,000/-**. You could also choose to get additional coverage for a nominal and highly negotiated premium. More details on the policy are available on My Policies section in myWipro, the HR portal at Wipro.
- ii. Group Life Insurance coverage of **Rs.14, 00,000/-**. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). You can also get an extra coverage for a nominal and highly negotiated premium. More details on the policy are available on My Policies Section in myWipro, the HR portal at Wipro.

In addition to the above, you are also eligible for medical insurance cover towards hospitalization.

You are eligible for a floater coverage of Rs 2, 00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly scholarship/stipend depending on your marital/family status towards the base sum insured premium. 10% of the claim amount would need to be borne by the employee/Scholar trainee.

If you wish to enhance the coverage, a top up cover option is also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro, the HR portal at Wipro.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

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The below table lists down your scholarship details:

Period	Scholarship	ESI	Consolidated Scholarship (INR Per Month)
First year	15000	488	15,488/- (*)
Second year	17000	553	17,553/- (*)
Third year	19000	618	19,618/- (*)
Fourth year	23000	0	23,000/- (*)

(\*)You shall be responsible for payment of all statutory contributions, taxes, dues and levies as may be required under the relevant laws including contributions under Employees' State Insurance Corporation Act (at **0.75% of your Scholarship**) as and when applicable to you. Such contributions, taxes, dues and levies where required, shall be deducted from your Scholarship and benefits according to applicable laws and regulations.

Your fourth year scholarship will continue until completion of your M Tech program.

The enhancement of the scholarship at the end of each academic year of study will be at the discretion of the Company and subject to your satisfactory progress of study, acquisition of skills, behavior, regularity and punctuality in attendance. Your continued enrolment in the course, will be at the discretion of the Company, and is subject to satisfactory academic performance and other requirements as prescribed in the WILP portal.

In case your project performance at any stage is not found to be at par with the requirement of WILP, then you would be placed on performance improvement program (PIP). If you fail to successfully complete the PIP, the Company may at its sole discretion discontinue your enrolment in the WILP program.

#### Book Allowance:

A Book Allowance of INR 1,250/- will be provided to you per semester. This allowance will be given every semester except the last semester when you will be engaged in dissertation. The allowance will be paid to you centrally along with your scholarship at the beginning of the semester. The allowance will be subject to tax. Book allowance is applicable only when you are registered for the semester.

#### Scholarship Advance:

You can avail a scholarship advance in case of any personal financial emergency. Details of the policy can be viewed in the policy section on the WILP portal.

#### 4. Training Agreement:

- i. This letter of enrolment is subject to the execution of a training agreement in the prescribed proforma with Wipro Limited, Sarjapur Road, Doddakannelli, Bengaluru-560035 on or before joining the program ("Training Agreement").
- ii. This Training agreement shall be for a total period of 60 Months where you will be mentored for developing your skills and knowledge. Technical Class Room training will be for a period of 1.5 months and practical experience and training will be for the next 58.5 months. The Company invests on your behalf for the cost of the training. Should you discontinue the WILP program or your enrolment with WILP is cancelled for any reason whatsoever, before the completion of 60 months from the date of joining, the training expenses of Rs. 75,000/- (Rupees Seventy five thousand only) will have to be paid by you as detailed in the Training Agreement.

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## 5. PROJECT READINESS PROGRAM (PRP)

Upon enrolment, you will have to undergo a Project Readiness Program (PRP) to prepare you to participate in projects. This is offered by Wipro's - Talent Transformation Department to all campus and off-campus selects. The broad objective of PRP is to equip you with the necessary knowledge and skills that will enable you to start working on real-life project work which is an integral part of the WILP.

## 6. Regulations of Academic study:

- a. You will be enrolled for M Tech program with a renowned institution ("University") that collaborates with Wipro for WILP.
- b. Course specialization includes but is not limited to Software Systems, Software Engineering, Information Technology, Computing Systems and Infrastructure Management, Data Analytics, IoT, Cloud, Digital & Cyber security, Embedded Systems.
- c. Your specialization and enrolment would be decided based on prevailing business requirements and decision of the Company is final and binding.
- d. You will not be able to change Specialization track after enrolment.
- e. Overall program duration is 4 years from date of enrolment of academic program.
- f. As per the program structure, a WILP Scholar trainee will register and pursue 4 to 6 courses per semester over 7 semesters.
- g. You will be required to submit a project work / dissertation in your final semester. This will enable you to advance your professional capabilities by applying concepts and techniques in projects.
- h. Each course has multiple evaluation components. This includes an assignment component, quiz, mid-semester examination and comprehension examination. All evaluation components are mandatory for securing a pass grade in a course as prescribed by the partnering institution.
- i. Contact classes are organized as per the handout and calendar prepared and shared by the University at the beginning of each semester. In the normal course, one session of 2 hours duration per course per contact class is organized.
- j. You will be called upon to undergo studies during the hours and days as may be fixed by the Company from time to time. Normally, the study hours would be from 9:00am to 6:00pm
- k. The faculty will take attendance/circulate attendance sheets for every session. It is your responsibility to ensure that your attendances are recorded properly.
- l. WILP Scholar trainees are expected to be on time for every session. Punctuality is non-negotiable and the faculty reserves the right to deny entry and attendance to late comers.
- m. Attending 75% of contact session is mandatory for each course to appear for examinations.
- n. Not attending classes for reasons like medical/on the job training /late coming/personal problems and other similar reasons would be treated as absenteeism.

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- o. Scholar trainees who fail to meet the minimum attendance criteria will not qualify for comprehension exams for any of the registered courses in that semester.
- p. For any reason, you are not able to meet the minimum attendance criteria or not complete the mandatory assignments / quiz / examinations in any semester, you are required to repeat the same semester as and when the next batch is organized. In such cases, rules and regulations governing academic programs at that time would be applicable. In addition, additional semesters fees are to be borne by you as prescribed by the University.
- q. At the end of each semester, the performance of each Scholar Trainee in a course, is specified as a letter grade which is obtained through a Relative Grading procedure
- r. Any Scholar trainee securing 3 or more cumulative fail grade at any point in time will be expelled from WILP Program.
- s. The 8th semester of study is fully devoted for dissertation / project work
- t. If a Scholar trainee's CGPA is less than 5.5, the Scholar trainee will not be permitted to register for the dissertation. He/she has to re-appear for exams and secure a CGPA of 5.5 before taking up the dissertation. Also, a Scholar trainee with an E grade in any course will not be permitted to register for the Dissertation
- u. Project / Dissertation work has to be carried out by each individual separately. Teamwork is not permitted.
- v. The dissertation has to be completed strictly as per the guidelines that are outlined by collaborating institution.
- w. WILP Scholar trainees are expected to maintain decorum and discipline in line with Wipro's professional work culture and environment.
- x. In cases where a Scholar trainee deviates from the expected behaviour as prescribed by the WILP and partnering institution from time to time , strict action will be taken and the decision of the WILP Team / faculty /, University would be final and binding.
- y. Breach of integrity will be dealt with sternly. Such Scholar trainees will be asked to discontinue their studies and also expelled from WILP program.
- z. On successful completion of the study, you will be eligible to receive the M. Tech degree from the collaborating University, in recognition of your successfully completing the course.

Mode of contact session, examination pattern and other academic program norms are subject to change based on the prevailing situation / University norms declared from time to time. Decision of the University would be final and binding.

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aa. All Scholar trainees of the WILP will be given testimonials at the end of the successful completion of the M. Tech degree program. Scholar trainees being students of the WILP, are not entitled for the issuance of any experience letter in case they discontinue the WILP for what so ever is the reason. The testimonial contains the timeline in the WILP and the kind of project works carried during this opportunity.

## 7. Conflict of Interest:

- i. During your enrolment period with the WILP, you will focus exclusively on the requirements of the program. In addition to your study and academic requirements, you are required to engage yourself exclusively in the work assigned by Wipro and shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of Head / Manager of WILP Academy
- ii. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.
- iii. The Conflict of Interest Policy also refers to the need on your part, during your enrolment and for a period of one year from the cessation of your enrolment with WILP (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
  - i. Any student/scholar trainee of the WILP to abandon /withdraw their enrolment with the program or to accept enrolment and/or employment with any competitor, supplier or any customer with whom you have a connection.
  - ii. Any employee of Wipro to terminate their employment with Wipro or to accept employment with any competitor, supplier or any customer with whom you have a connection.
  - iii. Any customer or vendor of Wipro to move their existing business with Wipro to a third party or to terminate their business relationship with Wipro.
  - iv. Any existing employee and/or student of WILP to become associated with, or perform services of any type for any third party.
- iv. In case of any conflict or doubt, please discuss the matter with Head / Manager of WILP, to understand Wipro's position on this and resolve the conflict.

## 8. Obligation and Responsibilities:

- i. During the study period you will be governed by the WILP regulations and instructions as may be modified, from time to time, in relation to conduct, discipline and other matters.
- ii. During your study as part of WILP, Company expects you to undergo study in the area in which you are placed, with a high standard of initiative and efficiency. This is critical and Company has zero tolerance towards any deviations.
- iii. You would not be allowed to seek membership of any local or public body without the written approval from the Head / Manager of WILP.
- iv. During the study period and thereafter, you would not be allowed to give out to anyone in writing or by word of mouth or otherwise, particulars or details of work - process, technical know-how, research carried out, security arrangements, or administrative and/or organizational matters of confidential or secret nature which you may come across during your academic study or become known to you by virtue of your undergoing study under WILP or otherwise.
- v. You are bound by all regulations, instructions and policies of the WILP and Wipro. These are updated / modified on a periodic basis and new policies may be introduced and notified to Scholar trainees from time to time and you will be bound to comply with the same.

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- vi. In consideration of the opportunities, trainings and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of Wipro. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of Wipro, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by WILP/Wipro and in the course of your association with WILP. This covenant shall endure during your association and beyond the cessation of your association with WILP (irrespective of the circumstances of, or the reasons for, the cessation).
- vii. In connection with your association with Wipro as part of the WILP and during the term of your association upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including without limitation legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business or academic session hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

During the period of academic study, if you develop or conceptualize inventions, ideas, concepts, discoveries, techniques and improvements (including without limitation computer software) solely or jointly with others in relation to the operation of the WILP / Wipro, such developments will be fully communicated to the WILP academy and will be the sole intellectual property of Wipro. You agree to cooperate in the execution of documents to facilitate the assignment of such intellectual property when required.

#### **9. Confidentiality:**

- a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of Wipro. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of Wipro, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by Wipro and in the course of your enrolment. This covenant shall endure during your enrolment and beyond the cessation of your enrolment with Wipro (irrespective of the circumstances of, or the reasons for, the cessation).
- b. During your training on projects at Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer (if any) or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for Wipro.

#### **10. Assignment of Intellectual Property:**

In connection with your enrolment and during the term of your enrolment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including without limitation legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

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## 11. Posting:

During the initial study period, initially you would be made familiar with Wipro, but you may if needed be re-assigned or transferred to another division, department, establishment or new location where Wipro, has its office or operation and WILP classes are running in the particular location, in India, without enhancing the scholarship amount. On placement of this nature, you will also be governed by the disciplinary rules and regulations as applicable in that unit/branch. You may also be placed in any sister company of Wipro, for practical studies.

## 12. Misconduct:

- i. In case you are charged with any misconduct or disciplinary issue during your study period, your enrolment with WILP may be temporarily placed on suspension without payment of scholarship amount, for such period as Wipro may deem fit. If the charges against you are proved to be true, your enrolment may be immediately cancelled, without any notice or payment of scholarship in lieu of notice notwithstanding any clause of this letter of enrolment. It is clarified that this clause is without prejudice to Wipro's rights to enforce the Training Agreement duly signed by you even after cancellation of your enrolment for whatever reasons as the case may be.
- ii. Notwithstanding the condition regarding written notice of termination and without prejudice to Wipro's right to enforce the Training agreement, Wipro shall have the right to terminate your academic study without any notice or payment of scholarship in lieu thereof, if any declaration given or information furnished by you to WILP/ Wipro is found to be false or if you are found to have willfully suppressed any material information.

**Please note that at any stage, whether during your selection process or upon enrolment with the WILP, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, Wipro shall withdraw or revoke the enrolment and cancel the same with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.**

## 13. Cancellation of Enrolment:

Notwithstanding any of the clauses of this letter of enrolment, Company reserves the right at its sole discretion to cancel this enrolment during the study period without assigning any reason, by giving one months' (30 days) notice or one month's scholarship/stipend in lieu of notice.

## 14. Study Hours:

- i. As a Scholar Trainee – Work Integrated Learning Program, you will be called upon to undergo studies during the hours and days as may be fixed by WILP from time to time as per the University requirements.
- ii. Normally, your "Project work" would be from 8:30am to 6:00pm from Monday to Friday. There shall be a 45 minutes lunch interval.
- iii. You would be assigned to any of the locations and any project work as part of your WILP as may be decided by the Company.

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- iv. The full day lecture sessions will be held at any of Wipro's other establishments/outsourced venue. You may also be called upon to attend academic study as and when required on holidays, as may be scheduled in accordance with the convenience of the organizing team of the WILP.
- v. The university will plan contact classes in multiple format to suit the project work situations and university guidelines such as contact classes in ILT (instructor Led training) and / or VILT (virtual Instructor Led Training and Self-Directed / Recorded lecture sessions).

#### 15. General:

- i. This letter of enrolment is subject to the condition that you have not provided us with any false declaration or wilfully suppressed any material information. If you have, you will be liable for cancellation of enrolment from the WILP without any prior notice.
- ii. The terms of this letter of enrolment may be specifically enforced legally, if required. In this connection, if any of the provisions of this letter are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.
- iii. These enrolment terms supersede and replace any existing agreement or understanding, if any, between Wipro and you relating to the same subject matter.
- iv. You warrant that you are not prevented by a court or by any other administrative or judicial order from enrolling under this agreement. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.
- v. During the period of enrolment you are required to comply with all policies of WILP and Wipro. These policies are updated / modified on a periodic basis and new policies may be introduced and notified to the Scholar Trainees from time to time. You agree to comply with all policies as modified from time to time.

#### 16. On Completion/Cancellation of Academic Program:

- i. On Completion of the academic program or cancellation of your enrolment , as the case may be, you will immediately surrender to Wipro/ the Academy all specifications, formulae, documents, literature, drawings or records, etc. belonging to Wipro/ the Academy or relating to its business and shall not make or retain any copies of these items.
- ii. You are not eligible to receive testimonial certificate if you do not successfully complete the academic study in accordance with this letter of enrolment and the study scheme formulated by the Academy.
- iii. Wipro reserves the right to offer employment at its sole discretion to a Scholar trainee on successful and satisfactory completion of the academic study.

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**17. Acceptance of Enrolment Letter:**

Upon accepting the above terms and conditions, you are required to return the duplicate of this letter of enrolment, duly signed by you as a token of your acceptance on the day of joining WILP program.

Please confirm that the above terms are acceptable to you and that you accept the enrolment by signing a copy of this letter of enrolment and submit the same on the date of joining.

Yours sincerely,  
For **Wipro Limited**,

A handwritten signature in black ink, appearing to read "Aparna Shailen", is written over a diagonal line.

**Aparna Shailen**  
**General Manager - Human Resources**

I have read, understood and agree to accept the enrolment on the terms and conditions herein.

I shall be present for the induction session on \_\_/\_\_/\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_/\_\_/\_\_

Place: \_\_\_\_\_

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**ANNEXURE I**

**CONFIRMATION ON SHARING PERSONAL INFORMATION (AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000)**

I -----, confirm that I am voluntarily sharing my Personal Information with Wipro Limited (“Wipro”) being a part of WILP of Wipro for the following purposes:

- a. validating my application form and retaining records on the same for any future reference/verification;
- b. processing my application form including background verification checks;
- c. academic study related actions including record keeping, processing scholarship advance and benefits and any action required in the context of my enrolment with Wipro, being a part of WILP.

In this context, I also agree to the retention of such Personal Information by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that ‘Personal Information’ means any information, relating to me that is available with Wipro and is capable of identifying me.”

**Name:**

**Date:** \_\_\_/\_\_\_/\_\_\_

**Signature**.....

**Registered Office:**

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**ANNEXURE II**

I hereby confirm that I shall submit the required academic certificate including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my enrolment is subject to my aggregate meeting the Wipro eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for termination of my enrolment with Wipro.

**Name:**

**Date:** \_\_\_/\_\_\_/\_\_\_

**Signature:**.....

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## **ANNEXURE - III**

### **INITIAL INDUCTION PROGRAM**

The Talent Transformation team at Wipro grooms campus selects to help them face the challenges of the corporate world.

A holistic 360 degree approach to training is adopted and helps them hone their fundamental computer skills followed by insights into Wipro businesses, process, technology and behavioral skills.

To understand and appreciate the mindset of the young Trainees and ensure that the transformation is smooth, the induction program is done by a team of dedicated professionals who have exposure to the academic and corporate sectors alike. Project Readiness Program (PRP) is a training program designed to address the basic learning needs of the Trainees.

#### **Corporate Readiness Program - CRP**

The CRP program is focused on making young Trainees comfortable in a corporate environment. This program starts with a corporate induction.

“PINNACLE” a behavioral skills building training program ensures that the fresh Trainee start feeling at ease in the “corporate world”. This activity based behavioral intervention informs the new entrants about the corporate work culture and business etiquette.

#### **Technology Readiness Program - TRP**

The technology training provides critical technical skills required to work on projects allocated to Trainees and prepare to face the demands of the project world. We begin doing this by familiarizing with Wipro’s businesses and work environment.

The methodology of training is “Project Based Learning” (PBL) approach, the entire learning is designed around a series of projects that the recruits are expected to complete individually by learning and applying various topics required to complete the project. Starting with individual projects, the PBL approach ends with recruits working on a team project.

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**ANNEXURE – IV**

I have read and understood the terms of my enrolment letter. I agree and acknowledge that I am a Student/Scholar trainee with Wipro's WILP. I further undertake that I shall not represent to any person within Wipro or any other third party that I am an employee of Wipro Ltd and I fully understand that such false representation shall entail severe disciplinary action including immediate cancellation of my enrolment.

**Name:**

**Date:** \_\_/\_\_/\_\_\_\_

**Signature:**.....

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## Travel, Accommodation, Food & Other Miscellaneous Expenses

### Travel

- a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month stipend. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.
- b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

### Accommodation, Food & other Miscellaneous Expenses

- a. You would be entitled for Rs.400 per day for 8 days (total amount of Rs.3,200) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month stipend and you would not need to submit bills towards usage of this amount.
- b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:  
  
Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.
- c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.
- d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

**Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.**

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**November 26, 2021**

**Welcome to Wipro's Work Integrated Learning Program ("WILP")**

**Work Integrated Learning Programme  
Wipro Limited, Dodda Kannelli  
Sarjapur Road, Bengaluru - 560 035.  
Phone: (080) 28440011/12, Fax: (080) 28440256**

Dear ADITI Kaushik,

**Sub: Enrolment letter to Wipro's Work Integrated Learning Program ("WILP") as Scholar Trainee – Work Integrated Learning Program**

Welcome to WILP!

With reference to your application, it is our pleasure to enroll you as a Scholar Trainee – Work Integrated Learning Program. This is a scholarship program customized as a robust academic and training program which will enable you to obtain M. Tech degree from one of the premier engineering institution / University in India.

The duration of the academic program shall be 48 months from the **date of enrolment for academic program**. You will be enrolled into the academic program within 12 months from date of joining. Your date of joining will be intimated through a separate communication.

We hope you enjoy the learning with WILP and have an enriching experience being a part of Wipro Limited ("Wipro or "Company").

Please read through the terms and conditions of your enrolment as provided below.

We look forward to having a long and fruitful relationship with you at WILP, Wish you all the best!

Yours sincerely,  
For **Wipro Limited**,



**Aparna Shailen**  
**General Manager - Human Resources**

### **Endorsement**

I accept the enrolment and the terms and conditions thereof as specified below. I shall report for undergoing study on

### **Terms & Conditions of Scholarship**

#### **1. PROFILE:**

You have been selected to be a part of Wipro's WILP and are enrolled as a Scholar Trainee- Work Integrated Learning Program. Upon joining WILP, you will have to undergo a "Project Readiness Program" ('PRP') that prepares you to participate in projects at the Company as part of this learning program. This robust academic program will also enable you to obtain **M. Tech degree from one of the premier engineering Institution / University** upon successful completion of the course.

#### **2. DURATION:**

The duration of your academic program will be for a period of 48 months from the date of enrolment to the academic program. You will be enrolled into the academic program within 12 months from date of joining. Unless the Company extends the period of your study in writing, which is done solely at the discretion of the Company, your enrolment would automatically terminate at the end of the stated 48 months.

In case the Company extends the academic period (in writing) you will continue to be enrolled as a Scholar Trainee – Work Integrated Learning Program with WILP.

#### **3. Scholarship/Stipend and Benefits**

During your period of enrolment, you would be entitled to a consolidated monthly scholarship.

Apart from the monthly scholarship, the Company will provide you with life & accidental insurance that would include a cover for you, the premium / cost will be taken care of by Wipro. This is a voluntary benefit offered by the Company and the details of the same are listed below.

- i. A Group Personal Accident Insurance (GPAI) coverage of **INR 12, 00,000/-**. You could also choose to get additional coverage for a nominal and highly negotiated premium. More details on the policy are available on My Policies section in myWipro, the HR portal at Wipro.
- ii. Group Life Insurance coverage of **Rs.14, 00,000/-**. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). You can also get an extra coverage for a nominal and highly negotiated premium. More details on the policy are available on My Policies Section in myWipro, the HR portal at Wipro.

In addition to the above, you are also eligible for medical insurance cover towards hospitalization.

You are eligible for a floater coverage of Rs 2, 00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly scholarship/stipend depending on your marital/family status towards the base sum insured premium. 10% of the claim amount would need to be borne by the employee/Scholar trainee.

If you wish to enhance the coverage, a top up cover option is also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro, the HR portal at Wipro.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

The below table lists down your scholarship details:

Period	Scholarship	ESI	Consolidated Scholarship (INR Per Month)
First year	15000	488	15,488/- (*)
Second year	17000	553	17,553/- (*)
Third year	19000	618	19,618/- (*)
Fourth year	23000	0	23,000/- (*)

(\*) You shall be responsible for payment of all statutory contributions, taxes, dues and levies as may be required under the relevant laws including contributions under Employees' State Insurance Corporation Act (**at 0.75% of your Scholarship**) as and when applicable to you. Such contributions, taxes, dues and levies where required, shall be deducted from your Scholarship and benefits according to applicable laws and regulations.

Your fourth year scholarship will continue until completion of your M Tech program.

The enhancement of the scholarship at the end of each academic year of study will be at the discretion of the Company and subject to your satisfactory progress of study, acquisition of skills, behavior, regularity and punctuality in attendance. Your continued enrolment in the course, will be at the discretion of the Company, and is subject to satisfactory academic performance and other requirements as prescribed in the WILP portal.

In case your project performance at any stage is not found to be at par with the requirement of WILP, then you would be placed on performance improvement program (PIP). If you fail to successfully complete the PIP, the Company may at its sole discretion discontinue your enrolment in the WILP program.

#### Book Allowance:

A Book Allowance of INR 1,250/- will be provided to you per semester. This allowance will be given every semester except the last semester when you will be engaged in dissertation. The allowance will be paid to you centrally along with your scholarship at the beginning of the semester. The allowance will be subject to tax. Book allowance is applicable only when you are registered for the semester.

#### Scholarship Advance:

You can avail a scholarship advance in case of any personal financial emergency. Details of the policy can be viewed in the policy section on the WILP portal

#### 4. Training Agreement:

- i. This letter of enrolment is subject to the execution of a training agreement in the prescribed proforma with Wipro Limited, Sarjapur Road, Doddakannelli, Bengaluru-560035 on or before joining the program ("Training Agreement").
- ii. This Training agreement shall be for a total period of 60 Months where you will be mentored for developing your skills and knowledge. Technical Class Room training will be for a period of 1.5 months and practical experience and training will be for the next 58.5 months. The Company invests on your behalf for the cost of the training. Should you discontinue the WILP program or your enrolment with WILP is cancelled for any reason whatsoever, before the completion of 60 months from the date of joining, the training expenses of Rs. 75,000/- (Rupees Seventy five thousand only) will have to be paid by you as detailed in the Training Agreement.

## **5. PROJECT READINESS PROGRAM (PRP)**

Upon enrolment, you will have to undergo a Project Readiness Program (PRP) to prepare you to participate in projects. This is offered by Wipro's - Talent Transformation Department to all campus and off-campus selects. The broad objective of PRP is to equip you with the necessary knowledge and skills that will enable you to start working on real-life project work which is an integral part of the WILP.

## **6. Regulations of Academic study:**

- i. You will be enrolled for M Tech program with a renowned institution ("University") that collaborates with Wipro for WILP.
- ii. Course specialization includes but is not limited to Software Systems, Software Engineering, Information Technology, Computing Systems and Infrastructure Management, Data Analytics, IoT, Cloud, Digital & Cyber security, Embedded Systems.
- iii. Your specialization and enrolment would be decided based on prevailing business requirements and decision of the Company is final and binding.
- iv. You will not be able to change Specialization track after enrolment.
- v. Overall program duration is 4 years from date of enrolment of academic program.
- vi. As per the program structure, a WILP Scholar trainee will register and pursue 4 to 6 courses per semester over 7 semesters.
- vii. You will be required to submit a project work / dissertation in your final semester. This will enable you to advance your professional capabilities by applying concepts and techniques in projects.
- viii. Each course has multiple evaluation components. This includes an assignment component, quiz, mid-semester examination and comprehension examination. All evaluation components are mandatory for securing a pass grade in a course as prescribed by the partnering institution.
- ix. Contact classes are organized as per the handout and calendar prepared and shared by the University at the beginning of each semester. In the normal course, one session of 2 hours duration per course per contact class is organized.
- x. You will be called upon to undergo studies during the hours and days as may be fixed by the Company from time to time. Normally, the study hours would be from 9:00am to 6:00pm
- xi. The faculty will take attendance/circulate attendance sheets for every session. It is your responsibility to ensure that your attendances are recorded properly.
- xii. WILP Scholar trainees are expected to be on time for every session. Punctuality is non-negotiable and the faculty reserves the right to deny entry and

attendance to late comers.

- xiii. Attending 75% of contact session is mandatory for each course to appear for examinations.
- xiv. Not attending classes for reasons like medical/on the job training /late coming/personal problems and other similar reasons would be treated as absenteeism.
- xv. Scholar trainees who fail to meet the minimum attendance criteria will not qualify for comprehension exams for any of the registered courses in that semester.
- xvi. For any reason, you are not able to meet the minimum attendance criteria or not complete the mandatory assignments / quiz / examinations in any semester, you are required to repeat the same semester as and when the next batch is organized. In such cases, rules and regulations governing academic programs at that time would be applicable. In addition, additional semesters fees are to be borne by you as prescribed by the University.
- xvii. At the end of each semester, the performance of each Scholar Trainee in a course, is specified as a letter grade which is obtained through a Relative Grading procedure
- xviii. Any Scholar trainee securing 3 or more cumulative fail grade at any point in time will be expelled from WILP Program.
- xix. The 8th semester of study is fully devoted for dissertation / project work
- xx. If a Scholar trainee's CGPA is less than 5.5, the Scholar trainee will not be permitted to register for the dissertation. He/she has to re-appear for exams and secure a CGPA of 5.5 before taking up the dissertation. Also, a Scholar trainee with an E grade in any course will not be permitted to register for the Dissertation
- xxi. Project / Dissertation work has to be carried out by each individual separately. Teamwork is not permitted.
- xxii. The dissertation has to be completed strictly as per the guidelines that are outlined by collaborating institution.
- xxiii. WILP Scholar trainees are expected to maintain decorum and discipline in line with Wipro's professional work culture and environment.
- xxiv. In cases where a Scholar trainee deviates from the expected behaviour as prescribed by the WILP and partnering institution from time to time , strict action will be taken and the decision of the WILP Team / faculty /, University would be final and binding.
- xxv. Breach of integrity will be dealt with sternly. Such Scholar trainees will be asked to discontinue their studies and also expelled from WILP program.
- xxvi. On successful completion of the study, you will be eligible to receive the M. Tech degree from the collaborating University, in recognition of your successfully completing the course.  
  
Mode of contact session, examination pattern and other academic program norms are subject to change based on the prevailing situation / University norms declared from time to time. Decision of the University would be final and binding.
- xxvii. All Scholar trainees of the WILP will be given testimonials at the end of the successful completion of the M. Tech degree program. Scholar trainees being students of the WILP, are not entitled for the issuance of any experience letter in case they discontinue the WILP for what so ever is the reason. The testimonial contains the timeline in the WILP and the kind of project works carried during this opportunity

## **7. Conflict of Interest:**

- i. During your enrolment period with the WILP, you will focus exclusively on the requirements of the program. In addition to your study and academic requirements, you are required to engage yourself exclusively in the work assigned by Wipro and shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of Head / Manager of WILP Academy
- ii. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.
- iii. The Conflict of Interest Policy also refers to the need on your part, during your enrolment and for a period of one year from the cessation of your enrolment with WILP (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
  - a. Any student/scholar trainee of the WILP to abandon /withdraw their enrolment with the program or to accept enrolment and/or employment with any competitor, supplier or any customer with whom you have a connection.
  - b. Any employee of Wipro to terminate their employment with Wipro or to accept employment with any competitor, supplier or any customer with whom you have a connection.
  - c. Any customer or vendor of Wipro to move their existing business with Wipro to a third party or to terminate their business relationship with Wipro.
  - d. Any existing employee and/or student of WILP to become associated with, or perform services of any type for any third party.
- iv. In case of any conflict or doubt, please discuss the matter with Head / Manager of WILP, to understand Wipro's position on this and resolve the conflict.

## **8. OBLIGATION AND RESPONSIBILITIES:**

- i. During the study period you will be governed by the WILP regulations and instructions as may be modified, from time to time, in relation to conduct, discipline and other matters.
- ii. During your study as part of WILP, Company expects you to undergo study in the area in which you are placed, with a high standard of initiative and efficiency. This is critical and Company has zero tolerance towards any deviations.
- iii. You would not be allowed to seek membership of any local or public body without the written approval from the Head / Manager of WILP.
- iv. During the study period and thereafter, you would not be allowed to give out to anyone in writing or by word of mouth or otherwise, particulars or details of work - process, technical know-how, research carried out, security arrangements, or administrative and/or organizational matters of confidential or secret nature which you may come across during your academic study or become known to you by virtue of your undergoing study under WILP or otherwise.
- v. You are bound by all regulations, instructions and policies of the WILP and Wipro. These are updated / modified on a periodic basis and new policies may be introduced and notified to Scholar trainees from time to time and you will be bound to comply with the same.
- vi. In consideration of the opportunities, trainings and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of Wipro. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of Wipro, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by WILP/Wipro and in the course of your association with WILP. This covenant shall endure during your association and beyond the cessation of your association with WILP (irrespective of the circumstances of, or the reasons for, the cessation).

- vii. In connection with your association with Wipro as part of the WILP and during the term of your association upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including without limitation legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business or academic session hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

During the period of academic study, if you develop or conceptualize inventions, ideas, concepts, discoveries, techniques and improvements (including without limitation computer software) solely or jointly with others in relation to the operation of the WILP / Wipro, such developments will be fully communicated to the WILP academy and will be the sole intellectual property of Wipro. You agree to cooperate in the execution of documents to facilitate the assignment of such intellectual property when required.

## **9. CONFIDENTIALITY:**

- i. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of Wipro. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of Wipro, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by Wipro and in the course of your enrolment. This covenant shall endure during your enrolment and beyond the cessation of your enrolment with Wipro (irrespective of the circumstances of, or the reasons for, the cessation).
- ii. During your training on projects at Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer (if any) or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for Wipro.

## **10. Assignment of Intellectual Property**

In connection with your enrolment and during the term of your enrolment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including without limitation legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

## **11. Posting**

During the initial study period, initially you would be made familiar with Wipro, but you may if needed be re-assigned or transferred to another division, department, establishment or new location where Wipro, has its office or operation and WILP classes are running in the particular location, in India, without enhancing the scholarship amount. On placement of this nature, you will also be governed by the disciplinary rules and regulations as applicable in that unit/branch. You may also be placed in any sister company of Wipro, for practical studies.

## **12. Misconduct:**

- i. In case you are charged with any misconduct or disciplinary issue during your study period, your enrolment with WILP may be temporarily placed on suspension without payment of scholarship amount, for such period as Wipro may deem fit. If the charges against you are proved to be true, your enrolment may be immediately cancelled, without any notice or payment of scholarship in lieu of notice notwithstanding any clause of this letter of enrolment. It is clarified that this clause is without prejudice to Wipro's rights to enforce the Training Agreement duly signed by you even after cancellation of your enrolment for whatever reasons as the case may be.
- ii. Notwithstanding the condition regarding written notice of termination and without prejudice to Wipro's right to enforce the Training agreement, Wipro shall have the right to terminate your academic study without any notice or payment of scholarship in lieu thereof, if any declaration given or information furnished by you to WILP/ Wipro is found to be false or if you are found to have willfully suppressed any material information.

**Please note that at any stage, whether during your selection process or upon enrolment with the WILP, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, Wipro shall withdraw or revoke the enrolment and cancel the same with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.**

### **13. Cancellation of Enrolment:**

Notwithstanding any of the clauses of this letter of enrolment, Company reserves the right at its sole discretion to cancel this enrolment during the study period without assigning any reason, by giving one months' (30 days) notice or one month's scholarship/stipend in lieu of notice.

### **14. Study Hours:**

- i. As a Scholar Trainee – Work Integrated Learning Program, you will be called upon to undergo studies during the hours and days as may be fixed by WILP from time to time as per the University requirements.
- ii. Normally, your “Project work” would be from 8:30am to 6:00pm from Monday to Friday. There shall be a 45 minutes lunch interval.
- iii. You would be assigned to any of the locations and any project work as part of your WILP as may be decided by the Company.
- iv. The full day lecture sessions will be held at any of Wipro's other establishments/outsourced venue. You may also be called upon to attend academic study as and when required on holidays, as may be scheduled in accordance with the convenience of the organizing team of the WILP.
- v. The university will plan contact classes in multiple format to suit the project work situations and university guidelines such as contact classes in ILT (instructor Led training) and / or VILT (virtual Instructor Led Training and Self-Directed / Recorded lecture sessions).

### **15. General:**

- i. This letter of enrolment is subject to the condition that you have not provided us with any false declaration or wilfully suppressed any material information. If you have, you will be liable for cancellation of enrolment from the WILP without any prior notice.
- ii. The terms of this letter of enrolment may be specifically enforced legally, if required. In this connection, if any of the provisions of this letter are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.
- iii. These enrolment terms supersede and replace any existing agreement or understanding, if any, between Wipro and you relating to the same subject matter.
- iv. You warrant that you are not prevented by a court or by any other administrative or judicial order from enrolling under this agreement. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.
- v. During the period of enrolment you are required to comply with all policies of WILP and Wipro. These policies are updated / modified on a periodic basis and new policies may be introduced and notified to the Scholar Trainees from time to time. You agree to comply with all policies as modified from time to time.

### **16. On Completion/Cancellation of Academic Program:**

- i. On Completion of the academic program or cancellation of your enrolment , as the case may be, you will immediately surrender to Wipro/ the Academy all specifications, formulae, documents, literature, drawings or records, etc. belonging to Wipro/ the Academy or relating to its business and shall not make or retain any copies of these items.

ii. You are not eligible to receive testimonial certificate if you do not successfully complete the academic study in accordance with this letter of enrolment and the study scheme formulated by the Academy.

iii. Wipro reserves the right to offer employment at its sole discretion to a Scholar trainee on successful and satisfactory completion of the academic study.

**17. Acceptance of Enrolment Letter:**

Upon accepting the above terms and conditions, you are required to return the duplicate of this letter of enrolment, duly signed by you as a token of your acceptance on the day of joining WILP program.

Please confirm that the above terms are acceptable to you and that you accept the enrolment by signing a copy of this letter of enrolment and submit the same on the date of joining.

Yours sincerely,

For **Wipro Limited**,

A handwritten signature in black ink, appearing to read 'Aparna Shailen', written over a horizontal line.

**Aparna Shailen**  
**General Manager - Human Resources**

I have read, understood and agree to accept the enrolment on the terms and conditions herein.

I shall be present for the induction session on

**ANNEXURE I**

**CONFIRMATION ON SHARING PERSONAL INFORMATION (AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000)**

I [ADITI Kaushik](#), confirm that I am voluntarily sharing my Personal Information with Wipro Limited ('Wipro') being a part of WILP of Wipro for the following purposes:

- a. validating my application form and retaining records on the same for any future reference/verification;
- b. processing my application form including background verification checks;
- c. academic study related actions including record keeping, processing scholarship advance and benefits and any action required in the context of my enrolment with Wipro, being a part of WILP.

In this context, I also agree to the retention of such Personal Information by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information, relating to me that is available with Wipro and is capable of identifying me."

### **ANNEXURE II**

I hereby confirm that I shall submit the required academic certificate including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my enrolment is subject to my aggregate meeting the Wipro eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for termination of my enrolment with Wipro.

### **ANNEXURE – III**

#### **INITIAL INDUCTION PROGRAM**

The Talent Transformation team at Wipro grooms campus selects to help them face the challenges of the corporate world.

A holistic 360 degree approach to training is adopted and helps them hone their fundamental computer skills followed by insights into Wipro businesses, process, technology and behavioral skills.

To understand and appreciate the mindset of the young Trainees and ensure that the transformation is smooth, the induction program is done by a team of dedicated professionals who have exposure to the academic and corporate sectors alike. Project Readiness Program (PRP) is a training program designed to address the basic learning needs of the Trainees.

#### **Corporate Readiness Program - CRP**

The CRP program is focused on making young Trainees comfortable in a corporate environment. This program starts with a corporate induction.

"PINNACLE" a behavioral skills building training program ensures that the fresh Trainee start feeling at ease in the "corporate world". This activity based behavioral intervention informs the new entrants about the corporate work culture and business etiquette.

## **Technology Readiness Program - TRP**

The technology training provides critical technical skills required to work on projects allocated to Trainees and prepare to face the demands of the project world. We begin doing this by familiarizing with Wipro's businesses and work environment.

The methodology of training is "Project Based Learning" (PBL) approach, the entire learning is designed around a series of projects that the recruits are expected to complete individually by learning and applying various topics required to complete the project. Starting with individual projects, the PBL approach ends with recruits working on a team project.

### **ANNEXURE – IV**

I have read and understood the terms of my enrolment letter. I agree and acknowledge that I am a Student/Scholar trainee with Wipro's WILP. I further undertake that I shall not represent to any person within Wipro or any other third party that I am an employee of Wipro Ltd and I fully understand that such false representation shall entail severe disciplinary action including immediate cancellation of my enrolment.

### **Travel, Accommodation, Food & Other Miscellaneous Expenses**

#### Travel

- i. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month stipend. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.
- ii. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

#### Accommodation, Food & other Miscellaneous Expenses

- i. You would be entitled for Rs.400 per day for 8 days (total amount of Rs.3,200) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month stipend and you would not need to submit bills towards usage of this amount.
- ii. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:  
  
Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.
- iii. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.
- iv. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

Accept  Decline

**Signature** ADITI Kaushik 26/11/2021 10:14 AM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

**Wipro Limited** T :+91 (80) 2844 0011  
Doddakannelli F :+91 (80) 2844 0054  
Sarjapur Road E :info@wipro.com  
Bengaluru 560 035 W :wipro.com  
India C :L32102KA1945PLC020800

22312443



June 22, 2021

**Welcome to Wipro's Work Integrated Learning Program ("WILP")**

**Work Integrated Learning Programme**  
**Wipro Limited, Dodda Kannelli**  
**Sarjapur Road, Bengaluru - 560 035.**  
**Phone: (080) 28440011/12, Fax: (080) 28440256**

Dear Komal ,

**Sub: Enrolment letter to Wipro's Work Integrated Learning Program ("WILP") as Scholar Trainee – Work Integrated Learning Program**

Welcome to WILP!

With reference to your application, it is our pleasure to enroll you as a Scholar Trainee – Work Integrated Learning Program. This is a scholarship program customized as a robust academic and training program which will enable you to obtain M. Tech degree from one of the premier engineering institution / University in India.

The duration of the academic program shall be 48 months from the **date of enrolment for academic program**. You will be enrolled into the academic program within 12 months from date of joining. Your date of joining will be intimated through a separate communication.

We hope you enjoy the learning with WILP and have an enriching experience being a part of Wipro Limited ("Wipro or "Company").

Please read through the terms and conditions of your enrolment as provided below.

We look forward to having a long and fruitful relationship with you at WILP, Wish you all the best!

Yours sincerely,  
For **Wipro Limited**,

A handwritten signature in black ink, appearing to read "Aparna Shailen", written over a horizontal line.

**Aparna Shailen**  
**General Manager - Human Resources**

**Endorsement**

I accept the enrolment and the terms and conditions thereof as specified below. I shall report for undergoing study on

**Terms & Conditions of Scholarship**

**1. PROFILE:**

You have been selected to be a part of Wipro's WILP and are enrolled as a Scholar Trainee- Work Integrated Learning Program. Upon joining WILP, you will have to undergo a "Project Readiness Program" ('PRP') that prepares you to participate in projects at the Company as part of this learning program. This robust academic program will also enable you to obtain **M. Tech degree from one of the premier engineering Institution / University** upon successful completion of

the course.

## 2. DURATION:

The duration of your academic program will be for a period of 48 months from the date of enrolment to the academic program. You will be enrolled into the academic program within 12 months from date of joining. Unless the Company extends the period of your study in writing, which is done solely at the discretion of the Company, your enrolment would automatically terminate at the end of the stated 48 months.

In case the Company extends the academic period (in writing) you will continue to be enrolled as a Scholar Trainee – Work Integrated Learning Program with WILP.

## 3. Scholarship/Stipend and Benefits

During your period of enrolment, you would be entitled to a consolidated monthly scholarship.

Apart from the monthly scholarship, the Company will provide you with life & accidental insurance that would include a cover for you, the premium / cost will be taken care of by Wipro. This is a voluntary benefit offered by the Company and the details of the same are listed below.

- i. A Group Personal Accident Insurance (GPAI) coverage of **INR 12, 00,000/-**. You could also choose to get additional coverage for a nominal and highly negotiated premium. More details on the policy are available on My Policies section in myWipro, the HR portal at Wipro.
- ii. Group Life Insurance coverage of **Rs.14, 00,000/-**. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). You can also get an extra coverage for a nominal and highly negotiated premium. More details on the policy are available on My Policies Section in myWipro, the HR portal at Wipro.

In addition to the above, you are also eligible for medical insurance cover towards hospitalization.

You are eligible for a floater coverage of Rs 2, 00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly scholarship/stipend depending on your marital/family status towards the base sum insured premium. 10% of the claim amount would need to be borne by the employee/Scholar trainee.

If you wish to enhance the coverage, a top up cover option is also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro, the HR portal at Wipro.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

The below table lists down your scholarship details:

Period	Scholarship	ESI	Consolidated Scholarship (INR Per Month)
First year	15000	488	15,488/- (*)
Second year	17000	553	17,553/- (*)
Third year	19000	618	19,618/- (*)
Fourth year	23000	0	23,000/- (*)

(\*) You shall be responsible for payment of all statutory contributions, taxes, dues and levies as may be required under the relevant laws including contributions under Employees' State Insurance Corporation Act (**at 0.75% of your Scholarship**) as and when applicable to you. Such contributions, taxes, dues and levies where required, shall be deducted from your Scholarship and benefits according to applicable laws and regulations.

Your fourth year scholarship will continue until completion of your M Tech program.

The enhancement of the scholarship at the end of each academic year of study will be at the discretion of the Company and subject to your satisfactory progress of study, acquisition of skills, behavior, regularity and punctuality in attendance. Your continued enrolment in the course, will be at the discretion of the Company, and is subject to satisfactory academic performance and other requirements as prescribed in the WILP portal.

In case your project performance at any stage is not found to be at par with the requirement of WILP, then you would be placed on performance improvement program (PIP). If you fail to successfully complete the PIP, the Company may at its sole discretion discontinue your enrolment in the WILP program.

#### **Book Allowance:**

A Book Allowance of INR 1,250/- will be provided to you per semester. This allowance will be given every semester except the last semester when you will be engaged in dissertation. The allowance will be paid to you centrally along with your scholarship at the beginning of the semester. The allowance will be subject to tax. Book allowance is applicable only when you are registered for the semester.

#### **Scholarship Advance:**

You can avail a scholarship advance in case of any personal financial emergency. Details of the policy can be viewed in the policy section on the WILP portal

#### **4. Training Agreement:**

- i. This letter of enrolment is subject to the execution of a training agreement in the prescribed proforma with Wipro Limited, Sarjapur Road, Doddakannelli, Bengaluru-560035 on or before joining the program ("Training Agreement").
- ii. This Training agreement shall be for a total period of 60 Months where you will be mentored for developing your skills and knowledge. Technical Class Room training will be for a period of 1.5 months and practical experience and training will be for the next 58.5 months. The Company invests on your behalf for the cost of the training. Should you discontinue the WILP program or your enrolment with WILP is cancelled for any reason whatsoever, before the completion of 60 months from the date of joining, the training expenses of Rs. 75,000/-(Rupees Seventy five thousand only) will have to be paid by you as detailed in the Training Agreement.

#### **5. PROJECT READINESS PROGRAM (PRP)**

Upon enrolment, you will have to undergo a Project Readiness Program (PRP) to prepare you to participate in projects. This is offered by Wipro's - Talent Transformation Department to all campus and off-campus selects. The broad objective of PRP is to equip you with the necessary knowledge and skills that will enable you to start working on real-life project work which is an integral part of the WILP.

#### **6. Regulations of Academic study:**

- i. You will be enrolled for M Tech program with a renowned institution ("University") that collaborates with Wipro for WILP.
- ii. Course specialization includes but is not limited to Software Systems, Software Engineering, Information Technology, Computing Systems and Infrastructure Management, Data Analytics, IoT, Cloud, Digital & Cyber security, Embedded Systems.
- iii. Your specialization and enrolment would be decided based on prevailing business requirements and decision of the Company is final and binding.
- iv. You will not be able to change Specialization track after enrolment.
- v. Overall program duration is 4 years from date of enrolment of academic program.
- vi. As per the program structure, a WILP Scholar trainee will register and pursue 4 to 6 courses per semester over 7 semesters.
- vii. You will be required to submit a project work / dissertation in your final semester. This will enable you to advance your professional capabilities by applying concepts and techniques in projects.
- viii. Each course has multiple evaluation components. This includes an assignment component, quiz, mid-semester examination and comprehension examination. All evaluation components are mandatory for securing a pass grade in a course as prescribed by the partnering institution.
- ix. Contact classes are organized as per the handout and calendar prepared and shared by the University at the beginning of each semester. In the normal course, one session of 2 hours duration per course per contact class is

organized.

- x. You will be called upon to undergo studies during the hours and days as may be fixed by the Company from time to time. Normally, the study hours would be from 9:00am to 6:00pm
- xi. The faculty will take attendance/circulate attendance sheets for every session. It is your responsibility to ensure that your attendances are recorded properly.
- xii. WILP Scholar trainees are expected to be on time for every session. Punctuality is non-negotiable and the faculty reserves the right to deny entry and attendance to late comers.
- xiii. Attending 75% of contact session is mandatory for each course to appear for examinations.
- xiv. Not attending classes for reasons like medical/on the job training /late coming/personal problems and other similar reasons would be treated as absenteeism.
- xv. Scholar trainees who fail to meet the minimum attendance criteria will not qualify for comprehension exams for any of the registered courses in that semester.
- xvi. For any reason, you are not able to meet the minimum attendance criteria or not complete the mandatory assignments / quiz / examinations in any semester, you are required to repeat the same semester as and when the next batch is organized. In such cases, rules and regulations governing academic programs at that time would be applicable. In addition, additional semesters fees are to be borne by you as prescribed by the University.
- xvii. At the end of each semester, the performance of each Scholar Trainee in a course, is specified as a letter grade which is obtained through a Relative Grading procedure
- xviii. Any Scholar trainee securing 3 or more cumulative fail grade at any point in time will be expelled from WILP Program.
- xix. The 8th semester of study is fully devoted for dissertation / project work
- xx. If a Scholar trainee's CGPA is less than 5.5, the Scholar trainee will not be permitted to register for the dissertation. He/she has to re-appear for exams and secure a CGPA of 5.5 before taking up the dissertation. Also, a Scholar trainee with an E grade in any course will not be permitted to register for the Dissertation
- xxi. Project / Dissertation work has to be carried out by each individual separately. Teamwork is not permitted.
- xxii. The dissertation has to be completed strictly as per the guidelines that are outlined by collaborating institution.
- xxiii. WILP Scholar trainees are expected to maintain decorum and discipline in line with Wipro's professional work culture and environment.
- xxiv. In cases where a Scholar trainee deviates from the expected behaviour as prescribed by the WILP and partnering institution from time to time , strict action will be taken and the decision of the WILP Team / faculty /, University would be final and binding.
- xxv. Breach of integrity will be dealt with sternly. Such Scholar trainees will be asked to discontinue their studies and also expelled from WILP program.
- xxvi. On successful completion of the study, you will be eligible to receive the M. Tech degree from the collaborating University, in recognition of your successfully completing the course.

Mode of contact session, examination pattern and other academic program norms are subject to change based on the prevailing situation / University norms declared from time to time. Decision of the University would be final and binding.

- xxvii. All Scholar trainees of the WILP will be given testimonials at the end of the successful completion of the M. Tech degree program. Scholar trainees being students of the WILP, are not entitled for the issuance of any experience letter in case they discontinue the WILP for what so ever is the reason. The testimonial contains the timeline in the WILP and the kind of project works carried during this opportunity

## 7. Conflict of Interest:

- i. During your enrolment period with the WILP, you will focus exclusively on the requirements of the program. In addition to your study and academic requirements, you are required to engage yourself exclusively in the work assigned by Wipro and shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of Head / Manager of WILP Academy
- ii. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.
- iii. The Conflict of Interest Policy also refers to the need on your part, during your enrolment and for a period of one year from the cessation of your enrolment with WILP (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
  - a. Any student/scholar trainee of the WILP to abandon /withdraw their enrolment with the program or to accept enrolment and/or employment with any competitor, supplier or any customer with whom you have a connection.
  - b. Any employee of Wipro to terminate their employment with Wipro or to accept employment with any competitor, supplier or any customer with whom you have a connection.
  - c. Any customer or vendor of Wipro to move their existing business with Wipro to a third party or to terminate their business relationship with Wipro.
  - d. Any existing employee and/or student of WILP to become associated with, or perform services of any type for any third party.
- iv. In case of any conflict or doubt, please discuss the matter with Head / Manager of WILP, to understand Wipro's position on this and resolve the conflict.

#### **8. OBLIGATION AND RESPONSIBILITIES:**

- i. During the study period you will be governed by the WILP regulations and instructions as may be modified, from time to time, in relation to conduct, discipline and other matters.
- ii. During your study as part of WILP, Company expects you to undergo study in the area in which you are placed, with a high standard of initiative and efficiency. This is critical and Company has zero tolerance towards any deviations.
- iii. You would not be allowed to seek membership of any local or public body without the written approval from the Head / Manager of WILP.
- iv. During the study period and thereafter, you would not be allowed to give out to anyone in writing or by word of mouth or otherwise, particulars or details of work - process, technical know-how, research carried out, security arrangements, or administrative and/or organizational matters of confidential or secret nature which you may come across during your academic study or become known to you by virtue of your undergoing study under WILP or otherwise.
- v. You are bound by all regulations, instructions and policies of the WILP and Wipro. These are updated / modified on a periodic basis and new policies may be introduced and notified to Scholar trainees from time to time and you will be bound to comply with the same.
- vi. In consideration of the opportunities, trainings and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of Wipro. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of Wipro, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by WILP/Wipro and in the course of your association with WILP. This covenant shall endure during your association and beyond the cessation of your association with WILP (irrespective of the circumstances of, or the reasons for, the cessation).
- vii. In connection with your association with Wipro as part of the WILP and during the term of your association upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including without limitation legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business or academic session hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

During the period of academic study, if you develop or conceptualize inventions, ideas, concepts, discoveries, techniques and improvements (including without limitation computer software) solely or jointly with others in relation to the operation of the WILP / Wipro, such developments will be fully communicated to the WILP academy and will be the sole intellectual property of Wipro. You agree to cooperate in the execution of documents to facilitate the assignment of such intellectual property when required.

#### **9. CONFIDENTIALITY:**

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- ii. During your training on projects at Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer (if any) or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for Wipro.

#### **10. Assignment of Intellectual Property**

In connection with your enrolment and during the term of your enrolment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including without limitation legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

#### **11. Posting**

During the initial study period, initially you would be made familiar with Wipro, but you may if needed be re-assigned or transferred to another division, department, establishment or new location where Wipro, has its office or operation and WILP classes are running in the particular location, in India, without enhancing the scholarship amount. On placement of this nature, you will also be governed by the disciplinary rules and regulations as applicable in that unit/branch. You may also be placed in any sister company of Wipro, for practical studies.

#### **12. Misconduct:**

- i. In case you are charged with any misconduct or disciplinary issue during your study period, your enrolment with WILP may be temporarily placed on suspension without payment of scholarship amount, for such period as Wipro may deem fit. If the charges against you are proved to be true, your enrolment may be immediately cancelled, without any notice or payment of scholarship in lieu of notice notwithstanding any clause of this letter of enrolment. It is clarified that this clause is without prejudice to Wipro's rights to enforce the Training Agreement duly signed by you even after cancellation of your enrolment for whatever reasons as the case may be.
- ii. Notwithstanding the condition regarding written notice of termination and without prejudice to Wipro's right to enforce the Training agreement, Wipro shall have the right to terminate your academic study without any notice or payment of scholarship in lieu thereof, if any declaration given or information furnished by you to WILP/ Wipro is found to be false or if you are found to have willfully suppressed any material information.

**Please note that at any stage, whether during your selection process or upon enrolment with the WILP, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, Wipro shall withdraw or revoke the enrolment and cancel the same with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.**

#### **13. Cancellation of Enrolment:**

Notwithstanding any of the clauses of this letter of enrolment, Company reserves the right at its sole discretion to cancel this enrolment during the study period without assigning any reason, by giving one months' (30 days) notice or one month's scholarship/stipend in lieu of notice.

#### **14. Study Hours:**

- i. As a Scholar Trainee – Work Integrated Learning Program, you will be called upon to undergo studies during the hours and days as may be fixed by WILP from time to time as per the University requirements.

- ii. Normally, your "Project work" would be from 8:30am to 6:00pm from Monday to Friday. There shall be a 45 minutes lunch interval.
- iii. You would be assigned to any of the locations and any project work as part of your WILP as may be decided by the Company.
- iv. The full day lecture sessions will be held at any of Wipro's other establishments/outsourced venue. You may also be called upon to attend academic study as and when required on holidays, as may be scheduled in accordance with the convenience of the organizing team of the WILP.
- v. The university will plan contact classes in multiple format to suit the project work situations and university guidelines such as contact classes in ILT (instructor Led training) and / or VILT (virtual Instructor Led Training and Self-Directed / Recorded lecture sessions.

**15. General:**

- i. This letter of enrolment is subject to the condition that you have not provided us with any false declaration or wilfully suppressed any material information. If you have, you will be liable for cancellation of enrolment from the WILP without any prior notice.
- ii. The terms of this letter of enrolment may be specifically enforced legally, if required. In this connection, if any of the provisions of this letter are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.
- iii. These enrolment terms supersede and replace any existing agreement or understanding, if any, between Wipro and you relating to the same subject matter.
- iv. You warrant that you are not prevented by a court or by any other administrative or judicial order from enrolling under this agreement. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.
- v. During the period of enrolment you are required to comply with all policies of WILP and Wipro. These policies are updated / modified on a periodic basis and new policies may be introduced and notified to the Scholar Trainees from time to time. You agree to comply with all policies as modified from time to time.

**16. On Completion/Cancellation of Academic Program:**

- i. On Completion of the academic program or cancellation of your enrolment , as the case may be, you will immediately surrender to Wipro/ the Academy all specifications, formulae, documents, literature, drawings or records, etc. belonging to Wipro/ the Academy or relating to its business and shall not make or retain any copies of these items.
- ii. You are not eligible to receive testimonial certificate if you do not successfully complete the academic study in accordance with this letter of enrolment and the study scheme formulated by the Academy.
- iii. Wipro reserves the right to offer employment at its sole discretion to a Scholar trainee on successful and satisfactory completion of the academic study.

**17. Acceptance of Enrolment Letter:**

Upon accepting the above terms and conditions, you are required to return the duplicate of this letter of enrolment, duly signed by you as a token of your acceptance on the day of joining WILP program.

Please confirm that the above terms are acceptable to you and that you accept the enrolment by signing a copy of this letter of enrolment and submit the same on the date of joining.

Yours sincerely,

For **Wipro Limited**,



**Aparna Shailen**  
**General Manager - Human Resources**

I have read, understood and agree to accept the enrolment on the terms and conditions herein.

I shall be present for the induction session on

### **ANNEXURE I**

#### **CONFIRMATION ON SHARING PERSONAL INFORMATION (AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000)**

I **Komal** , confirm that I am voluntarily sharing my Personal Information with Wipro Limited ('Wipro') being a part of WILP of Wipro for the following purposes:

- a. validating my application form and retaining records on the same for any future reference/verification;
- b. processing my application form including background verification checks;
- c. academic study related actions including record keeping, processing scholarship advance and benefits and any action required in the context of my enrolment with Wipro, being a part of WILP.

In this context, I also agree to the retention of such Personal Information by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information, relating to me that is available with Wipro and is capable of identifying me."

### **ANNEXURE II**

I hereby confirm that I shall submit the required academic certificate including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my enrolment is subject to my aggregate meeting the Wipro eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for termination of my enrolment with Wipro.

### **ANNEXURE – III**

#### **INITIAL INDUCTION PROGRAM**

The Talent Transformation team at Wipro grooms campus selects to help them face the challenges of the corporate world.

A holistic 360 degree approach to training is adopted and helps them hone their fundamental computer skills followed by insights into Wipro businesses, process, technology and behavioral skills.

To understand and appreciate the mindset of the young Trainees and ensure that the transformation is smooth, the induction program is done by a team of dedicated professionals who have exposure to the academic and corporate sectors alike. Project Readiness Program (PRP) is a training program designed to address the basic learning needs of the Trainees.

### **Corporate Readiness Program - CRP**

The CRP program is focused on making young Trainees comfortable in a corporate environment. This program starts with a corporate induction.

“PINNACLE” a behavioral skills building training program ensures that the fresh Trainee start feeling at ease in the “corporate world”. This activity based behavioral intervention informs the new entrants about the corporate work culture and business etiquette.

### **Technology Readiness Program - TRP**

The technology training provides critical technical skills required to work on projects allocated to Trainees and prepare to face the demands of the project world. We begin doing this by familiarizing with Wipro's businesses and work environment.

The methodology of training is “Project Based Learning” (PBL) approach, the entire learning is designed around a series of projects that the recruits are expected to complete individually by learning and applying various topics required to complete the project. Starting with individual projects, the PBL approach ends with recruits working on a team project.

### **ANNEXURE – IV**

I have read and understood the terms of my enrolment letter. I agree and acknowledge that I am a Student/Scholar trainee with Wipro's WILP. I further undertake that I shall not represent to any person within Wipro or any other third party that I am an employee of Wipro Ltd and I fully understand that such false representation shall entail severe disciplinary action including immediate cancellation of my enrolment.

### **Travel, Accommodation, Food & Other Miscellaneous Expenses**

#### Travel

- i. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month stipend. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.
- ii. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

#### Accommodation, Food & other Miscellaneous Expenses

- i. You would be entitled for Rs.400 per day for 8 days (total amount of Rs.3,200) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month stipend and you would not need to submit bills towards usage of this amount.
- ii. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:  
  
Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.
- iii. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.
- iv. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

**Signature Komal 22/6/2021 11:31 AM**

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

**Wipro** T :+91 (80) 2844 0011

6/22/2021

[https://wipro.icims.com/forms?module=Forms&action=showForm&view=htm&form=WILP\\_Enrollment\\_Letter\\_Template&user=20844314...](https://wipro.icims.com/forms?module=Forms&action=showForm&view=htm&form=WILP_Enrollment_Letter_Template&user=20844314...)

**Limited**

Doddakannelli F :+91 (80) 2844 0054

Sarjapur  
Road E :info@wipro.com

Bengaluru  
560 035 W :wipro.com

India C :L32102KA1945PLC020800

20844314

HRD/2T/1001986480/21-22

November 10, 2021

Ms. Sonali Sonali  
109  
GTB colony  
Kaithal-136027  
India

Ph: +91-9588716913

Dear Sonali,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

**RICHARD LOBO**  
**EVP and Head Human Resources - Infosys Limited**

Signature Not Verified

Digitally signed by Richard Lobo  
Date: 2021.11.10 19:48:41 IST  
Reason: Digitally Signed  
Location: Bangalore

INFOSYS LIMITED  
CIN: L85110KA1981PLC013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T 91 80 2852 0261  
F 91 80 2852 0362  
askus@infosys.com  
www.infosys.com

HRD/1001986480/21-22

November 10, 2021

Ms. Sonali Sonali  
109  
GTB colony  
Kaithal-136027  
India

Ph: +91-9588716913

Dear Sonali,

Congratulations! We are delighted to make you an offer as **Operations Executive - Trainee** and your role is **Operations Executive** .

Here are the terms and conditions of our offer:

### **Joining**

Your scheduled date of employment with us will be **25-Nov-2021**.

### **Location**

Your location of training is **MYSORE, India** . The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates\* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location."

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

*\* For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise."*

### **Training**

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual training will be based on the business requirement. Your continued employment with the Company is subject to your meeting the qualifying criteria till the end of the training and successful completion of the training.

## **Probation and Confirmation**

You will be on probation for a period of 12 months from the date of completion of the training and your allocation to Unit. On successful completion of your probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet in Annexure - IV.

## **Leave**

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually during probation. On confirmation as a permanent employee you will be eligible for 20 working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year.

An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

## **Increments and Promotions**

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

## **Transfer**

Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time compensation applicable to a specific location will be payable to you.

## **Agreement**

Our offer to you as **Operations Executive** is subject to the execution of the Service Agreement. The Service Agreement details the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Infosys from the date of your joining and up to a period of 12 months from the date of allocation to a Practice Unit. The date of allocation to a Practice Unit is generally the first day of the subsequent month post completion of training. You will be required to complete the formalities on the Service Agreement at the time of joining. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condemnation of delay in submission of the same will be at the Company's discretion.

### **Passport and Driving License**

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining duty. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

### **Compensation and Benefits**

#### **Salary**

Your Total Gross Salary will be INR **18,581** per month. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I.

In addition to your gross salary, you will receive an additional Personal Allowance of INR **461** per month. This allowance will be paid to you during your probation period, on the condition that your base location remains Bangalore/Mysore/Mangalore/Hubli. This allowance will be discontinued in case of a change in your base location due to official or personal reasons or upon confirmation (whichever is earlier).

#### **Ex - Gratia / Bonus**

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 2021-22 will be as follows:

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

#### **Insurance**

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of INR **500,000** per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 6,200,000** of which **INR 3,200,000** is covered towards natural death, and **INR 3,000,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 200**. The details of the Scheme would be available to you when you join the Company.

### **Notice Period**

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three month's notice or salary thereof in case you decide to leave our services, subject to the Company's discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months' notice period. Similarly, the Company can terminate your services by giving three months notice or salary thereof.

In the event you do not successfully complete your training, or you are involved in an act that constitutes misconduct, your training/employment can be terminated by the Company with immediate effect without notice.

### **Background Checks**

The Company may, at its discretion conduct background checks prior to or after your expected joining date to validate your identity, the address provided by you, your education details and details of your prior work experience if any, and to conduct any criminal checks. You expressly consent to the Company conducting such background checks. In this connection, you are required to furnish the documents listed in Offer Annexure for India.

If you fail to submit the necessary documents as required by the Company within the specified time period or if the Company is not satisfied, with the outcome of the background checks, the Company, in its sole discretion, reserves the right to withdraw this offer without notice and compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information, to substantiate the details that you have earlier provided to the Company, before initiating appropriate action.

Please note that Infosys requires you to furnish a copy of your passport at the time of joining. If you are unable to do so, the Company will initiate a criminal background check.

## Other Terms and Conditions

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

Our offer to you as an **Operations Executive** is conditional upon your having fully completed your graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2020-21. These eligibility criteria for the Role of an Operations Executive, has already been clearly communicated to you and your college during the selection process. You will also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with Infosys.

You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You hereby acknowledge and agree to abide by all internal Policies of the Company, which you will be able to access, upon joining, on the Intranet 'Sparsh'. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure III).

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.



**ANNEXURE - I**  
(Compensation)

<b>COMPENSATION DETAILS</b> (All figures in INR per month)	
NAME	<b>Ms. Sonali Sonali</b>
ROLE	<b>Operations Executive</b>
ROLE DESIGNATION	<b>Operations Executive - Trainee</b>
<b>1. MONTHLY COMPONENTS</b>	
BASIC SALARY	13,582
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,580
<b>MONTHLY GROSS SALARY</b>	<b>16,162</b>

<b>2. ANNUAL COMPONENT</b>	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	136

<b>3. RETIRAL BENEFITS</b>	
PROVIDENT FUND - 12% of Basic Salary	1,630
GRATUITY - 4.81% of Basic Salary*	653
<b>FIXED GROSS SALARY (1+2+3)</b>	<b>18,581</b>
<b>TOTAL GROSS SALARY</b>	<b>18,581</b>

<b>OTHER BENEFITS</b>				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
<b>SALARY LOAN</b> (subject to submission of Trainee Agreement)	12000	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time

\*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act

Employee State Insurance ("ESI") may be applicable to employees as per the applicable statutory regulations. If ESI is applicable, the employee and the employer will contribute towards ESI as per the provisions of the ESI Act, 1948.

**इंस्टीट्यूट ऑफ बैंकिंग पर्सनेल सिलेक्शन***(भारतीय रिजर्व बैंक, केंद्रीय वित्तीय संस्थाओं व सार्वजनिक क्षेत्र के बैंकों द्वारा स्थापित एक स्वायत्त संस्था)***INSTITUTE OF BANKING PERSONNEL SELECTION***(An autonomous body set up by Reserve Bank of India, Central Financial Institutions and Public Sector Bank(s))*

प्रज्ञाविभावनम्

**असेसमेंट में, हम पर भरोसा रखता है भारत****In assessment, India trusts us**

**Result of Online Main Examination for  
Recruitment of Office Assistants (Multipurpose) in Regional  
Rural Banks  
(CRP RRBs -XI)**

Name of the candidate	GEETIKA
Roll No.	1553001875
Registration No.	2110391246
State applied for	HARYANA
Category	GENERAL
Date of Online Main Examination	24.09.2022
Details of TWS Score Obtained in Online Main Examination	71.41 (out of 100)

We are glad to inform you that based on your performance in the Online Main Examination, the order of preferences registered by you, vacancies furnished by the Regional Rural Banks, spirit of Govt. guidelines, administrative exigency etc. you have been Provisionally Allotted against vacancies in UNRESERVED category in SARVA HARYANA GRAMIN BANK .

**Details of Scores of Online Main examination (CRP RRBs XI) for Office Assistants (Multipurpose)**

	Reasoning	Computer Knowledge	General Awareness	English Language	Hindi Language	Numerical Ability	Total Weighted Score (out of 200)
Maximum Score	40	40	40	40	--	40	200
Cutoff Score for GENERAL	25.75	08.25	05.00	14.50	--	09.00	*
Obtained Score	38.75	20.00	15.25	28.50	--	32.50	142.81

Total Weighted Score = Scores obtained in (Reasoning X 1.25 + Computer Knowledge X 0.50 + General Awareness X 1.00 + English Language/ Hindi Language X 1.00 + Numerical Ability X 1.25)

For details on **Process of Arriving at Scores**, please refer to authorised IBPS website [www.ibps.in](http://www.ibps.in)



Me

Telemetry Of Laptop Gate Pass



Web A

Simran Goyal

Systems Associate, IVS-FS2

Personal

**Official**

Financial

Benefits

Stripes

simran.goyal02

8529320247

8529320247

1206623

Extn. :

VOIP No. :

Personal Level : 2

Role

Systems Associate

Designation

Systems Associate

Date of Joining

27 Dec 2021

Job Confirmed

N

Practice Unit(PU)

IVS-FS2

PU Head

Vivek Kumar

Compliance

N/A

Your compliance

[View Details](#)

Documents

CAG

CAG Document

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82°F  
Haze



Search





**GREEN FIELDS**  
SR. SEC. PUBLIC SCHOOL, KASAUR  
M. 090500-04708, 090500-04706

**IDENTITY CARD**

Name : **Vijay Kumar**  
Contact No. : 72064-73400  
Father Name : Dayanand Panchal  
Designation : Teacher



*P. Panchal*  
**Principal**



IDENTITY CARD

**Government of Haryana**  
**Excise & Taxation Department**



Name. Ms.Pooja Gupta

Desig. Clerk

Office. Dy.E.T.C.(S.T.) Kaithal

Aadhaar Card No.9938-4448-1842

Date of Issue : 25.11.2020

Valid Upto:- 24.11.2023

*Pooja Gupta*

Holder's Sign.

*[Signature]*  
**Dy. Excise & Taxation Commissioner**

**KAITHAL**  
Issuing Authority



**Tarlochan Singh**

**Emp ID: 2023272**

**BAJAJ FINANCE LIMITED**



आईडीबीआई बैंक लिमिटेड  
**IDBI BANK Ltd.**



**JYOTI GILL**  
**EXECUTIVE**

**Issuing Authority**

Employee Code No. 466808

Date of Birth 26 July 1996

Date of Issue 1 Dec. 2022

Card Sl. No.

Blood Group

**Emergency Contact : 86070-64535**

(Tel. No. with STD Code)

धारक के हस्ताक्षर

Signature of Holder

आई डी बी आई बैंक लिमिटेड  
IDBI BANK LIMITED

**REGISTERED OFFICE**

IDBI TOWER, WTC COMPLEX, CUFFE PARADE  
MUMBAI - 400006,

TEL.: 22189111/6655 3355/66553443

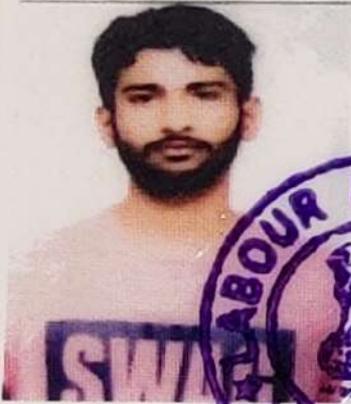
WEBSITE: [www.idbi.com](http://www.idbi.com)

(If found please return to the above mentioned Address)



**GOVERNMENT OF HARYANA/हरियाणा सरकार**  
**LABOUR DEPARTMENT/श्रम विभाग**

Productivity with Social Justice  
श्रम विभाग, हरियाणा  
Peace, Harmony and Safety



Name	Sandeep
Father's Name	Sh. Gurdev
Date of Birth	05-12-1995
Designation	Peon
Telephone (O)	0172-2701373
Issue Date	08-10-2020
Valid Upto	07-10-2023



Card No. 1406

Sandeep

Holder's Signature

*M. S.*  
Addl. Labour Commissioner (Admn.)  
Labour Department, Haryana  
Issuing Authority



DIVISION OF GENETICS  
ICAR-INDIAN AGRICULTURAL RESEARCH INSTITUTE  
PUSA, NEW DELHI - 110012



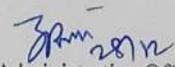
No. Gen/

Date: 28.12.2022

MEMORANDUM

The Principal Investigator, Division of Genetics, IARI is pleased to offer a temporary position on Contractual basis as Junior Research Fellow to **Vrinda** remuneration of Rs. 31,000 + 24 % HRA per month under the '**Fine mapping of recessive leaf and stem rust resistance gene in wheat-rye recombinant stock (Sel-212)**' from date of joining up to 31<sup>st</sup> March, 2023 on the following terms and conditions: -

1. The value of remuneration is Rs. 31,000 + 24% HRA and remuneration is sanctioned up to March, 2023.
2. The nature of the leave admissible to Junior Research Fellow (JRF) will be as per rules of the Institute.
3. Termination of the Remuneration: -
  - a. The Remuneration will be terminated on completion of the term or on the date of the sanction of the fellowship of scheme expires whichever is earlier.
  - b. The Remuneration can also be terminated by the Appointing Authority with or without notice, if any time the Junior Research Fellow (JRF) is found to negligent in her duty or is guilty of unbecoming conduct.
  - c. The appointment is on purely ad-hoc basis and her services can be terminated within 24 hours' notice. This appointment will not entitle to her for any regular post within the Institute.
  - d. If the candidate leaves her assignment without permission, she shall not be paid any Remuneration amount due to her on that date.
4. Other conditions of Service: -
  - a. The selected candidates will be under the Administrative control of the Division of Genetics, ICAR-IARI, New Delhi.
  - b. The Junior Research Fellow (JRF) will devote her whole time to the assignment given to her and will not be allowed to accept or hold another appointment, paid or otherwise.
  - c. If any residential accommodation is provided by the Institute, rent will be payable by her in accordance with the rules of the Institute.
  - d. The selected Junior Research Fellow (JRF) will not be entitled to: -
    - i. Benefits to ICAR Provident Funds.
    - ii. Any regular staff quarter as residential accommodation.
    - iii. Bonus and LTC not admissible to any category.
    - iv. Retirement Benefits-These will not be applicable to Junior Research Fellow (JRF)
5. In case, **Vrinda** accepts the above terms and conditions, she should communicate her acceptance to the Principal Investigator before 10<sup>th</sup> January, 2023, failing which this offer will stand withdrawn/cancelled automatically and no correspondence in this regard will be entertained.
6. The product/process/manuscript emerged out of the project work shall remain with the IARI. The PI/Co-PI is the sole responsible for adjudging the contribution of the Junior Research Fellow (JRF) to the project during his/her tenure.

  
A. Administrative Officer

Copy forwarded for information and necessary action to:

1. **Vrinda**, D/O Baldev Raj, EA-124, Inderpuri, New Delhi-110012.
2. Dr. S. K. Jha, Sr. Scientist and Principal Investigator, Division of Genetics, IARI, New Delhi-110012.
3. Sri Arun Kumar Tripathi, AAO, Division of Genetics, IARI, New Delhi-110012.
4. Principal Scientist (PME), Director's Office, IARI, New Delhi-110012.
5. F & A.O. (Audit-V), Director's Office, IARI, New Delhi-110012.
6. Guard File



Division : KARNAL  
BO : NARWANA [16K ]  
Name of Agent: YOGESH  
Code No.: LIC1276816K  
Date of Birth: 18-03-2001



Address of the Agent: S/O SH PARVEEN  
MODEL TOWN PATERKAR GALI ARYA  
SCHOOL  
NARWANA  
PIN - 126116

Contact No.: 9991034395  
Date of Issue: 09-09-2020

*Yogesh*  
Holder's Signature

*[Signature]*  
Branch Manager,  
LIC OF INDIA  
Branch Office Narwana

We are very thankful to you and the entire RKSD(PG) College team for providing us the opportunity to interact with your M.Sc. students. The Bootcamp was a great success because of the active participation of the students.

After three days discussion in the Bootcamp and final assessment, we are pleased to offer Fellowship to below six students as per the terms and conditions already discussed and which will shared in the offer letter also.

Meenakashi D/O Mr Parveen Kumar  
8059947480

Rakhi D/O Mr Rakesh Kumar 8708789139

---

Pragati D/O Mr Satish Kumar  
8178369663

Aishwarya D/O Mr Sanjay Kumar  
9050630779

Simran D/O Mr Ramesh Kumar  
9588523870

Pooja Devi D/o Mr Ramesh  
9306498701

Tentative date of joining for Meenakshi and Rakhi will be September 01,2022. We will get back to you for the engagement program for other four candidates.

Please call me for any type of doubt or query.

Best Regards



**Monu**

**Emp Code** : M35234

**Branch** : Kithana

**Emergency**☎: 7988981522

*Handwritten signature*

---

**Authorised Signatory**



# VENTURE SOFTWARES

[contact@venturesoftwares.in](mailto:contact@venturesoftwares.in)

+91 98965-29193

#650 Narsi Village, Sector 32,  
Urban Estate, Karnal (HR) - 132001

[www.venturesoftwares.in](http://www.venturesoftwares.in)

**Notice Period:** You must offer a 30-day notice period. Depending on the priorities, the company may accept the resignation immediately or within a time frame of less than 10 to 12 days.

**Nature of duties:** - You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

**Your specific duties are as follows:**

- Build relationships with key employees among customers.
- Create plans to address clients' business needs.
- Advise clients on creating profitable processes.
- Schedule regular meetings with customers to ensure they are satisfied.
- Act as point of contact for complaints and escalate issues as appropriate.

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy.

We welcome you and look forward to receiving your acceptance and to working with you.

(Mamta Devi)



(Venture Softwares)



(भारतीय रिज़र्व बैंक, केंद्रीय वित्तीय संस्थाओं व सार्वजनिक क्षेत्र के बैंकों द्वारा स्थापित एक स्वायत्त संस्था)

## INSTITUTE OF BANKING PERSONNEL SELECTION

(An autonomous body set up by Reserve Bank of India, Central Financial Institutions and Public Sector Banks)

असेसमेंट में, हम पर भरोसा रखता है भारत

In assessment, India trusts us

### Result of Online Main Examination for Recruitment of Office Assistants (Multipurpose) in Regional Rural Banks (CRP RRBs -XI)

Name of the candidate	SUSHIL KADYAN
Roll No.	1553 00153 6
Registration No.	2110477247
State applied for	HARYANA
Category	GENERAL
Date of Online Main Examination	24.09.2022
Details of TWS Score Obtained in Online Main Examination	69.85 (out of 100)

We are glad to inform you that based on your performance in the Online Main Examination, the order of preferences registered by you, vacancies furnished by the Regional Rural Banks, spirit of Govt. guidelines, administrative exigency etc. you have been Provisionally Allotted against vacancies in UNRESERVED category in SARVA HARYANA GRAMIN BANK .

### Details of Scores of Online Main examination (CRP RRBs XI) for Office Assistants (Multipurpose)

	Reasoning	Computer Knowledge	General Awareness	English Language	Hindi Language	Numerical Ability	Total Weighted Score (out of 200)
Maximum Score	40	40	40	40	--	40	200
Cutoff Score for GENERAL	25.75	08.25	05.00	14.50	--	09.00	*
Obtained Score	39.00	23.50	20.50	31.50	--	21.75	139.69

**ARISTO**

PHARMACEUTICALS PRIVATE LIMITED

21st October 2022

80276

Mr. Nitin Gera  
Kaithal

Dear Mr. Gera,

Further to your appointment dated 21st February 2022, Management is pleased to inform you that your services stand confirmed in our Organisation with effect from 21st August 2022.

Effective from the date of confirmation, you will receive a monthly salary of Rs.7,140/- (Rupees Seven Thousand One Hundred Forty Only).

In addition to the above salary, you will also be entitled to the following allowances :

Personal Pay	Rs. 1,600.00 per month
House Rent Allowance	Rs. 3,496.00 per month
Special Incentive	Rs. 5,840.00 per month
Education Allowance	Rs. 100.00 per month
Vehicle Allowance	Rs. 250.00 per month
Medical Allowance	Rs. 200.00 per month
Leave Travel Allowance subject to Minimum 5 days privilege leave	Rs. 1,100.00 per annum

As per the Leave Rules of the Company, you will now be entitled to 15 days Casual Leave, 10 days Sick Leave, 30 days Privilege Leave with pay for every completed year of your services.

All other terms and conditions of the service stipulated in your appointment letter will remain unchanged.

Kindly sign the duplicate copy of this letter as a token of your acceptance and send us the same for our records.

Yours faithfully,  
for ARISTO PHARMACEUTICALS PRIVATE LIMITED

*Original Signed By*  
*Kiran J. Shedge*

**KIRAN JAYSING SHEDGE**  
**SENIOR MANAGER - ADMINISTRATION**

*Nitin*  
(NITIN GERA)

SIGNATURE OF EMPLOYEE

CC : Accounts/Personnel File/Branch

Head Office: 23-A, Shah Industrial Estate, Off Veera Desai Road, Andheri (W),  
Mumbai - 400 053, Maharashtra, INDIA.  
Phone: +91-22 - 2673 9999, +91-22 - 6830 9999. • Fax: +91-22 - 6902 4019

Regd. Office: Mercantile Chambers, 3<sup>rd</sup> Floor, 12, J. N. Heredia Marg, Ballard Estate,  
Mumbai - 400 001, Maharashtra, INDIA. • Phone: +91-22 - 2261 7909 • Fax: +91-22 - 2261 5804.

URL : [www.aristopharma.co.in](http://www.aristopharma.co.in)  
Email : [aristo@aristopharma.co.in](mailto:aristo@aristopharma.co.in)  
CIN No. : U24239MH1971PTC015425

**ARISTO**

PHARMACEUTICALS PRIVATE LIMITED

21st October 2022

80276



भारत सरकार

GOVERNMENT OF INDIA

Ministry of Railways

Railway Protection Force

Railway Board



IDENTITY NO. : NWR/AII/2022/1984

NAME : POOJA RANI

DESIGNATION : L/CONSTABLE

POSTING PLACE : UDAIPUR CITY

D.O.B. : 10/07/1997

UIN / PF.NO. : 2100029

SIGNATURE OF SELF

Issuing Authority  
A. S. C. JRPF AJMER

A white plastic container, possibly a lid or a small bin, is shown. It has a blue rectangular logo with the letters 'CBSL' in white, and a thin red horizontal line below the text. A silver pen is resting on the top edge of the container. The container is placed on a white surface with horizontal dashed lines. The top of the container has two circular indentations.

**CBSL**





## 28100 - RAVI

User Rights Only For : View

Login ID : 28100@fusionbposervices.com

Alpha Emp Code : 28100

Branch Name : IT-C-1-Mohali

Grade : C1

Date Of Join : 01/05/2021

Shift Name : Shift #9

Designation : QUALITY ANALYST

Monthly CTC : ----

Monthly Basic : ----

Monthly Gross : ----

Department : OYO Inbound

Enroll No : 28100

Employment Type : Onroll-Probation

Office E-Mail ID :

Category : SEMI-SKILLED

Manager : 29457-BALJEET SINGH

Sub Branch : MOHALI-HTC

Salary Cycle : LOT-2

OverTime 
  Full PF 
  PT 
  Fix Salary 
  Part Time 
  Probation 
  LWF

Date: 16/08/2022

Sub: Internship Offer

Name: Himanshu  
Mobile: +91 7015244203  
Email ID: rajpalhimanshu21@gmail.com

### Welcome to Edifecs.

We are pleased to offer you a position of "Intern". Your internship is scheduled to start effective 09/01/2023 until 07/07/2023.

### Internship details:

- 1. Work Location:** Your work location will be Edifecs Technologies Pvt. Ltd., KMG Tower, 3rd Floor, Sec-67, Mohali, Punjab.
- 2. Stipend:** During the internship period you will be paid a monthly stipend [REDACTED]. This amount is subject to withholding of taxes (TDS) as per the Income Tax Act, 1961 and any other law, as applicable.
- 3.** Your internship is subject to satisfactory completion of a background check.
- 4. Full-Time employment:** On successful completion of your internship you shall be offered full-time employment as "Associate Implementation Consultant" with "Annual Total CTC" of [REDACTED]. This full-time employment offer is subject to performance [REDACTED], successfully passed the qualifying examination and satisfactory completion of a background check.
- 5. Terms:** Your internship will be governed by policies, terms and conditions as specified in letter (including Annexures), which may be amended by the Company at its discretion. You are required to execute the Edifecs Technologies Private Limited Employee Confidential Information, Invention Disclosure, Non-Solicitation and Non-Competition Agreement.
- 6. Confidentiality Agreement:** The salary information is strictly confidential and hence you will not disclose the same to any other associate of Edifecs or in general, public or social media.

If you have additional questions, please call us on [REDACTED] or you can email at [REDACTED]

Please acknowledge your acceptance by signing this letter. We look forward to having you join Edifecs team.

For Edifecs Technologies Private Limited,

Authorised Signature

[REDACTED]

Ruchika Sharma  
Associate Director HR - Human Resources

Signature of Intern: \_\_\_\_\_

Date: \_\_\_\_\_

Edifecs Technologies Private Limited

Registered Office: IT C-7, Third Floor, KMG Tower, Sector-67, SAS Nagar, Mohali, Punjab – 160 062 – INDIA  
CIN – U72900PB2010PTC037495

Page 1 of 7

# EXCEL SECURITY

Excel House, Opp. Bhanu Complex, M  
Sukhrali, Gurugram-122001 Ph. : 012

Name

AMAN

Father's Name

BALWAN SINGH

Designation

LPA

Resi. Address

VILL. CHANDANA,

KANTHAL KARYANA

Employee's Code No. :

25767

Issue Date :

08-12-22

Valid upto

07-12-23

Sign. of Card Holder

AMAN



Auto. Signatory

# **D.A.V. PUBLIC SCHOOL**

**Cheeka Road, Siwan**

**M: 94163-83703 dav.siwan@gmail.com**



**JYOTI RANI**

Designation : **PRT**

Contact No : **7988982332**

Address : **PUNDRI**

*Rajya*

**PRINCIPAL**



**Blue Yonder India Private Limited**

Tower A, Mantri Commercio,  
Outer Ring Road, Bellandur  
Bangalore

**PAYSLIP FOR THE MONTH OF FEBRUARY 2023**

<b>Emp Code</b>	1032480	<b>Emp Name</b>	Shalini Mittal
<b>Department</b>	Cloud Services - HCM	<b>Cost Center</b>	143000
<b>Location</b>	Bangalore	<b>Designation</b>	Associate Technical Consultant - Clo
<b>Date of Birth</b>	10-07-2000	<b>Bank A/c No</b>	50100407976709
<b>Date of Joining</b>	11-07-2022	<b>Gender</b>	F

Emp-ID-No- 4TA156  
IDENTITY CARD 75



**UTTAR HARYANA BIJLI VITRAN NIGAM  
(A GOVT. OF HARYANA UNDERTAKING)**

Name Ajay Kumar  
Designation Shift Attendant  
Office SDo (op) S/Oivn. No 2 Kaithal



Validity 01.03.2021 To 28.02.2024

Holder's Sign.

XEN  
UHBN, Kaithal  
Signing Authority



# HARYANA POLICE



Name	AMIT DHULL
Rank	CONSTABLE
Unit	2nd BN. HAP, MBN
Aadhar No.	3421 6372 3738
Blood Group	O+ve
D.O.B	25.12.1995
Unique ID	HEB8K2
Valid Upto	30.06.2027
Date of Issue	01.06.2022

*Arshinder*  
Dr. Arshinder Singh Chawla (IPS)  
ADGP/Administration. for  
DGP, Haryana



साहिल जिन्दल  
सहयोगी

Sahil Jindal  
Associate

STUDY VISA . IELTS . PTE

GLIDE OVERSEAS



**LOVINA**  
PTE TRAINER

**Blood group: B+**

*[Handwritten signature]* *[Handwritten name: Pooja]*

Signature:



## Profile



ANJALI

Emp Code

1062

Department

Teaching

Designation

ASSTT.

DOB

04 Mar 1998

Mobile No.

8529392093

Email

anjalibanwala97@gmail.com

[Update](#)

Address

FLOOR, SWARN SINGH ROAD, ADARSH NAGAR

Class Teacher

V-C



ਪੰਜਾਬ ਨੈਸ਼ਨਲ ਬੈਂਕ  
punjab national bank

(भारत सरकार का उपक्रम) (Govt. of India Undertaking)

कॉर्पोरेट कार्यालय: प्लॉट नं:04, सेक्टर-10, द्वारका, नई दिल्ली-110075

Corporate Office: Plot No.04, Sector-10, Dwarka, New Delhi-110075

P. F. No. 355868



**Naveen**

**SWO-A**

**Branch/Office Address: Balu, Kaithal**

*Naveen*

Holder's Sign.



Issuing Authority