

Date: 06-12-2021

To
MR BHEMAYYAGARI RAJU
H.NO: 1-11 SURUMPALLEY VILLAGE
DOULTABAD MANDAL,
SANGAREDDY.

Dear Mr. Bhemayyagari Raju,

APPOINTMENT ORDER

With reference to the application submitted by you and to the interview you had with us. The company is pleased to offer you appointment as **Quality Assurance Executive** for Company With effects the following terms and conditions:

Remuneration & Benefits:

Your monthly emoluments and other benefits will be as follows:

Salary: **Rs. 18,500 /-** CTC per month.

Breakup for the Salary will be decided by company. Other benefits included are Leave, (as per company rules) P.F., E.S.I, Gratuity and Bonus. Your entitlements for the same will be as per the Company's current rules and regulations.

- You will be on probation for a period of six months from the date of joining duty. This period of probation may be extended further by a period of three months at a time, at the sole discretion of the Management, unless your services are confirmed in writing you will be deemed to continue as probationer.
- During the period of your probation you will not be entitled to any kind of leave except leave with wages, as per the Factories Act, 1948.



Principal

St. Pauls College of Pharmacy
Turkayamjal, R.R. Dist-501 510.



Inception Source Pvt. Ltd.

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Branch office 2: H. No: 5-35-164, 2nd floor, Prashanthi nagar, Hyderabad - 500072

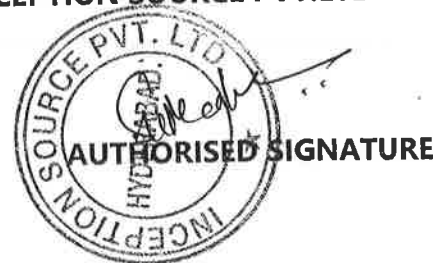
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- At any time during the period of probation or at the end of probation your services may be terminated without any notice and without assigning any reason.
- After confirmation if the company chooses to terminate your services, the company shall give you one month's notice or one month's salary in lieu of one month's notice. So also, in the event of you're deciding to leave the services of the company at any time after confirmation you will have to give one month's advance notice to the company. In other words your notice of resignation may be treated by the company as resignation itself and you may be relieved from service.
- The company shall also have the right to transfer you within the company from one department to another department or from one section to another section.
- The main role of the position includes responsible for maintaining all the regulatory guidelines like GMP, USFDA, MHRA, as per our client regulations.
- You are entitled for leave as per the Factories Act and Rules there under.
- Other than the above terms, your services are governed by the service Rules & Regulations existing and which may be amended from time to time.

Date: 06/12/2024

For INCEPTION SOURCE PVT.LTD



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To,
Kamati Koushik Teja,
Karamchadu,
Andhra Pradesh.

Dear Koushik,

Thank you for the keen interest you have shown in joining our organisation. Consequent to your application, interviews and subsequent discussions with us, we are pleased to offer you a position as **Scientific Research Program Co-ordinator** in **Sciinov Healthcare Private Limited, Hyderabad**. Please accept our heartiest congratulations and a warm welcome to the Sciinov Family.

We reviewed the Industry competitiveness of Compensation packages for such executive and senior roles the relevant Industry benchmarks and thus are pleased to offer a package for a fixed component of INR – **1, 32,000** PA (Rupees One Lakh thirty two thousand only) per annum.

You will be on probation up to 6 Months from the date of joining duty. The company shall have the right to extend the period of probation at its discretion, if it feels that such extension is necessary.

Kindly report to office on **15th March, 2021** at **Sciinov Healthcare Pvt. Ltd.**, NSL Centrum, Floor No: 1, Road No.1 Phase 5, KPHB, opp. Forum Mall, Hyderabad, Telangana 500072, India, Ph: 040-48554186.

At the time of joining, you are required to submit the copies of certificates as per the following list.

1. All Academic Qualification Certificates
2. Identity Proof (Passport, Pan, Voter, Driving License)
3. 2 color Passport size photos
4. Residence Proof of Permanent Native Place
5. Updated Resume

Please confirm your acceptance offer with the above terms through a reply mail within 48 hours, else this offer shall stand automatically withdrawn.

With Best Regards,

Team Sciinov

Sciinov Group

"We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world premier organization. We assure you of our support for your professional development and growth".



(Signature of the employee)

St. Pauls College of Pharmacy
Turkayamjal B.R. Dist-501 510

SCIINOV HEALTHCARE PRIVATE LIMITED

NSL Centrum, Floor No: 1, Road No.1 Phase 5, KPHB, Hyderabad, Telangana 500072, India

www.sciinovgroup.com

TERMS AND CONDITIONS OF THE EMPLOYMENT

1. PLACE OF WORK:

Your place of work at present will be at Hyderabad. The company may also depute you to any work or assign your services to any associate company, branch office, subsidiary or other companies, concerns, organizations, or firms with whom the company may make any such arrangement or agreement.

2. DUTIES AND FUNCTIONS:

You shall serve the company in the capacity of the job title assigned herein above and shall carry out such duties as the Management may direct from time to time/ You shall perform all such duties and tasks assigned to you in an efficient manner, and if necessary shall complete the assigned task/work in such extra hours required for the completion thereof. Your task list may be subject to such addition/s or review as per Management's discretion and /or such other circumstances.

3. DRESS CODE:

You are required to be dressed in Business Formals on week days and Casuals allowed on Friday and Saturday.

Gentleman: Full/Half Sleeved Shirt, Trousers and Leather Shoes (Black/Brown).

Ladies: Salwar Kameez/ Sarees/Business Suits.

4. SHIFTS:

Company reserves the right to run the shifts, change the shift timings, fix the criteria to attend in shifts within the applicable laws based on its business needs and all its employees are required to abide to the same.

5. PROFESSIONAL ETHICS: You are required to deal with the Company's money, material and documents with utmost integrity and professional ethics in the due course of your employment or by virtue of your employment in the company. If at any point of time you are found guilty of moral turpitude or dishonesty in dealing with the Company's money, material or documents, or of theft or misappropriation, regardless of the value involved, your services are liable to be terminated with immediate effect, notwithstanding other terms and conditions mentioned in the appointment letter.

6. SAFE CUSTODY OF COMPANY MATERIAL:

You will be responsible for the safe keeping and good condition and order of all Company's property entrusted to your care and charge like computers and other equipment, which shall be returned to the company at the

(Signature of the employee)

SCIINOV HEALTHCARE PRIVATE LIMITED

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time of relieving from the Company. The Company reserves the right to deduct the cost of such articles from your remuneration or take such action as may be deemed proper, in the event of your failure to account for such property or the usage of the property beyond permitted limit etc, to the satisfaction of the Management.

7. CONFIDENTIALITY OF INFORMATION:

You are expected not to divulge any information regarding any proprietary information in terms of data, reports, technology, expertise, research and development activities and business plans to any person other than the reporting authority in the hierarchy. If found guilty company may redeem your certificates till 5 years and/or five years salary followed by legal proceedings. If it is established that such proprietary information is passed on in any manner to anyone (unauthorized person in the premises or outside the company), notwithstanding any other condition in this Appointment Letter, the Company would be free to terminate your services without assigning any reason and without any compensation and would also be free to recover damages from you, if any.

8. CONFIDENTIALITY OF SALARY INFORMATION:

Your salary package is based on, besides your overall experience level in the industry, your educational qualifications and knowledge level assessed at the time of selection, particularly in the relevant skill sets. Therefore, the salary package offered to you is unique and personal only based on your skills and experience. You shall not claim any comparison of the same with the salary package of other employees in the company as the same is not of any relevance to your designation and remuneration. You are required to strictly maintain the secrecy of and ensure that you do not divulge or communicate in any manner, any information regarding your remuneration/terms of employment etc., to any other employee of the Company except to your Respective Branch Head of the Company.

Similarly, when deputed to work / interact at the Client's site, you are expected to maintain full confidentiality regarding your salary package and also not to discuss or disclose the same to any member of the Clients' staff in the interest of maintaining and promoting good business relations with our Clients.

9. OTHER EMPLOYMENT/OCCUPATIONS:

While you render services to the Company, you will not engage directly or indirectly in any other gainful employment or business relationship in any other Companies, without the written consent of the management of the Company. While you render services to the Company, you also will not assist any person or Organization in competing with the Company, in preparing to compete with the Company or in hiring any employees of the Company. Any action to the contrary would render your services liable for termination or followed by prosecution, notwithstanding any other condition in this appointment letter.

(Signature of the employee)

10. VERACITY OF INFORMATION PROVIDED:

You have been engaged on the assumption that the particulars furnished by you in your resume and testimonials handed over by you are correct. In case the said particulars are found to be incorrect or that you have concealed or withheld some other relevant facts, your appointment is liable to be terminated without any notice, notwithstanding any other condition in the appointment letter.

11. PERSONAL DETAILS AND REFERENCES:

The company will keep your personal details and employment history on file. It is your responsibility to inform the company in writing of any change in your personal details or to any kind liability including any professional liability or any other factors which are or could be relevant to your employment. Any concealment of facts or misrepresentation discovered by the Company at any point of time during your employment in the Company shall render your services terminable immediately and the Company shall also initiate legal proceedings against you for the breach of the terms of this appointment letter.

12. Probation and Notice Period:

Employees at the level of **Scientific Research Program Co-ordinator** will be on probation for a period of six months. During this time the notice period will be **Thirty days** or salary in lieu thereof, on either side. On the completion of probation period, the notice period will be **Forty Five Days** or salary in lieu thereof, on either side.

13. TERMINATION/RESIGNATION OF EMPLOYMENT:

Termination/Resignation may be initiated by either party giving the other forty five days prior notice in writing or payment of one month's salary in lieu.

The company reserves the right to terminate your employment summarily- without any cause upon insurance of one month notice or payment of month salary in lieu of notice, However, in the event of the company has reasonable grounds to believe that you are guilty of misconduct or negligence, or have committed any breach of this appointment letter or other employment agreement, if any, or the Non-disclosure Agreement the Company is entitled to terminate you from employment forthwith upon issuance of termination notice and no payment shall be made in lieu of any short notice. Where your employment is terminated by reason only of the sale, transfer or amalgamation by the company of the whole or any part of its business, the company shall be under no obligation to pay any compensation for redundancy or for any other reasons. However, if the party acquiring the business or the part being sold, transferred or amalgamated, has offered you continuation of employment on terms of employment no less favorable than agreed under this appointment letter, then the Company may at its discretion treat your service with the company as if it was continuous service with the new employer.

(Signature of the employee)

14. SURRENDER OF COMPANY ASSETS AND EXIT FORMALITIES:

You need to surrender all the tangible assets of the Company, including the data and information in soft or hard form which are in your possession by virtue of your employment before separation from the Company. Exit interview would be conducted before full and final settlement of dues and salary.

15. Leaves:

You shall be entitled to avail leave and other benefits applicable to you as per the company policy, in force and/or which may be revised from time to time. Leave of any type can be taken, in excess of this would be treated as leave without pay. Leave will have to be pre-approved by your manager.

16. AMENDMENT OF TERMS OF EMPLOYMENT:

The Company reserves the right to modify your terms and conditions of employment in the exigencies of the Company's business, and such modified terms and conditions shall apply to you and form a part of your terms and conditions of employment.

17. CONCLUSION:

We hope you find this offer to be satisfactory for joining the Company. We have great hopes of your ability to help us build an even more successful enterprise, while developing an excellent career for yourself.

We look forward to receiving your acceptance and to working with you in the development of the company, and seeking ways for you to secure the necessary stimulation and advancement.

(Signature of the employee)

SPINCOTECH PVT LTD

Specializing in Separation Science



Bharath Kumar M
Field Application Specialist

Employee ID: T490
Blood Group : B +ve

Principals
Principal

St. Pauls College of Pharmacy
Turkayamjal, R.R. Dist-501 510.

[Signature]
Authorized Signatory

'Spinco Towers' Plot No-2, Block-D, Street No. 3,

Date: 06-12-2021

To

**MISS NABEELA BEGUM
5-79, ERRAKUNTA, KOTHAPET
SAROOR NAGAR
RANGAREDDY**

Dear Miss Nabeela Begum

APPOINTMENT ORDER

With reference to the application submitted by you and to the interview you had with us. The company is pleased to offer you appointment as **Formulation Research and Development Executive** for Company With effects the following terms and conditions:

Remuneration & Benefits:

Your monthly emoluments and other benefits will be as follows:

Salary: **Rs. 18,500 /-** CTC per month.

Breakup for the Salary will be decided by company. Other benefits included are Leave, (as per company rules) P.F., E.S.I, Gratuity and Bonus. Your entitlements for the same will be as per the Company's current rules and regulations.

- You will be on probation for a period of six months from the date of joining duty. This period of probation may be extended further by a period of three months at a time, at the sole discretion of the Management, unless your services are confirmed in writing you will be deemed to continue as probationer.



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Date: 06/12/2021

For INCEPTION SOURCE PVT.LTD



AUTHORISED SIGNATURE



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Date: 06-12-2021

To
MISS BIRAJDAR VIDHYA MOHAN
FLAT NO 159B, JANAPRIYA TOWNSHIP,
MALLAPUR, HYDERABAD.

Dear Miss: Birajdar Vidhya Mohan,

APPOINTMENT ORDER

With reference to the application submitted by you and to the interview you had with us. The company is pleased to offer you appointment as **Formulation Research and Development Executive** for Company With effects the following terms and conditions:

Remuneration & Benefits:

Your monthly emoluments and other benefits will be as follows:

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Date: 06-12-2021

TO
MISS SOBANA SAMEEN
H.NO: 5-12-103/1, SRINIVASA COLONLY BTS,
MIRYALAGUDA ROAD,
NALGONDA-508001.

Dear Sobana Sameen,

APPOINTMENT ORDER

With reference to the application submitted by you and to the interview you had with us. The company is pleased to offer you appointment as **Quality Assurance Executive** for Company With effects the following terms and conditions:

Remuneration & Benefits:

Your monthly emoluments and other benefits will be as follows:

Salary: **Rs. 18,500 /-** CTC per month.

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Date: 06-12-2021

**TO
MISS RAHATH MASEERA
17-1-182/B/72, SALAR NAGAR,
SANTHOSH NAGAR,
HYDERABAD.**

Dear Miss Rahath Maseera,

APPOINTMENT ORDER

With reference to the application submitted by you and to the interview you had with us. The company is pleased to offer you appointment as **Formulation Research and Development Executive** for Company With effects the following terms and conditions:

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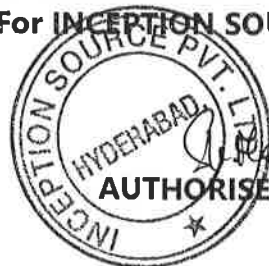
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Date: 06-12-2021

TO
MISS: CHENNA MAMATHA
H.NO: 1-29, NAGARAM,
RANGAREDDY DIST.

Dear Miss Chenna Mamatha,

APPOINTMENT ORDER

With reference to the application submitted by you and to the interview you had with us. The company is pleased to offer you appointment as **Quality Assurance Executive** for Company With effects the following terms and conditions:

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Date: 06-12-2021

To

MISS AKSA MAHEEN

8-5-3/3/86, SUBHAN COLONY, PHASE-2,

MAILARDEVPALLY, REJENDRA NAGAR

HYDERABAD

Dear Miss Aksa Maheen,

APPOINTMENT ORDER

With reference to the application submitted by you and to the interview you had with us. The company is pleased to offer you appointment as **Quality Assurance Executive** for Company With effects the following terms and conditions:

Remuneration & Benefits:

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**St. Pauls College of Pharmacy
Turkayamjal, R.R. Dist-501 010.**



Inception Source Pvt. Ltd.

Branch office 1: H. No: 11-13-1427, 2nd Floor, Nirmal Sadan, Kothapet Hyderabad - 35

Branch office 2: H. No: 5-35-164, 2nd floor, Prashanthi nagar, Hyderabad - 500072

☎ www.inceptionsource.in

✉ info@inceptionsource.in

- During the period of your probation you will not be entitled to any kind of leave except leave with wages, as per the Factories Act, 1948.
- At any time during the period of probation or at the end of probation your services may be terminated without any notice and without assigning any reason.
- After confirmation if the company chooses to terminate your services, the company shall give you one month's notice or one month's salary in lieu of one month's notice. So also, in the event of you're deciding to leave the services of the company at any time after confirmation you will have to give one month's advance notice to the company. In other words your notice of resignation may be treated by the company as resignation itself and you may be relieved from service.
- The company shall also have the right to transfer you within the company from one department to another department or from one section to another section.
- The main role of the position includes responsible for maintaining all the regulatory guidelines like GMP, USFDA, MHRA, as per our client regulations.
- You are entitled for leave as per the Factories Act and Rules there under.
- Other than the above terms, your services are governed by the service Rules & Regulations existing and which may be amended from time to time.

Date: 06/12/2014

For INCEPTION SOURCE PVT.LTD



AUTHORISED SIGNATURE



Inception Source Pvt. Ltd.

Branch office 1: H. No: 11-13-1427, 2nd Floor, Nirmal Sadan, Kothapet Hyderabad - 35

Branch office 2: H. No: 5-35-164, 2nd floor, Prashanthi nagar, Hyderabad - 500072

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✉ info@inceptionsource.in

Date: 06-12-2021

TO
MISS MAIMOONA ALEEM
18-12-418/D/16, HATIZ BABA NAGAR,
HYDERABAD.

Dear Miss Maimoona Aleem,

APPOINTMENT ORDER

With reference to the application submitted by you and to the interview you had with us. The company is pleased to offer you appointment as **Quality Assurance Executive** for Company With effects the following terms and conditions:

Remuneration & Benefits:

Your monthly emoluments and other benefits will be as follows:

Salary: **Rs. 18,500 /-** CTC per month.

Breakup for the Salary will be decided by company. Other benefits included are Leave, (as per company rules) P.F., E.S.I, Gratuity and Bonus. Your entitlements for the same will be as per the Company's current rules and regulations.

- You will be on probation for a period of six months from the date of joining duty. This period of probation may be extended further by a period of three months at a time, at the sole discretion of the Management, unless your services are confirmed in writing you will be deemed to continue as probationer.
- During the period of your probation you will not be entitled to any kind of leave except leave with wages, as per the Factories Act, 1948.



Principal
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Turkayamjal, R.R. Dist-5



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Branch office 2: H. No: 5-35-164, 2nd floor, Prashanthi nagar, Hyderabad - 500072

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✉ info@inceptionsource.in

- At any time during the period of probation or at the end of probation your services may be terminated without any notice and without assigning any reason.
- After confirmation if the company chooses to terminate your services, the company shall give you one month's notice or one month's salary in lieu of one month's notice. So also, in the event of you're deciding to leave the services of the company at any time after confirmation you will have to give one month's advance notice to the company. In other words your notice of resignation may be treated by the company as resignation itself and you may be relieved from service.
- The company shall also have the right to transfer you within the company from one department to another department or from one section to another section.
- The main role of the position includes responsible for maintain g the all the regulatory guide lines Like GMP, USFDA, MHRA, as per our client regulations.
- You are entitled for leave as per the Factories Act and Rules there under.
- Other than the above terms, your services are governed by the service Rules & Regulations existing and which may be amended from time to time.

Date: 06/12/2021

For INCEPTION SOURCE PVT.LTD



AUTHORISED SIGNATURE



Inception Source Pvt. Ltd.

Branch office 1: H. No: 11-13-1427, 2nd Floor, Nirmal Sadan, Kothapet Hyderabad - 35

Branch office 2: H. No: 5-35-164, 2nd floor, Prashanthi nagar, Hyderabad - 500072

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✉ info@inceptionsource.in

APPOINTMENT LETTER

Dt: 01st September 2021

Ms. Kontham Suneela
7-2-10/6N, Pt.no:6,
Laxmi Ganesh Nagar Colony,
Bairamalguda, Hyderabad,
Telangana

Dear Ms. Kontham Suneela

With reference to your application and the subsequent interview you had with us, we are pleased to offer you the position at **PRAKARA**, a Unit of **BVR Educational Institutions Pvt Ltd**, on the following terms and conditions:

1. Placement:

- c) You will be designated as **Project Associate**
- d) You will be working at **PRAKARA**, a Unit of **BVR Educational Institutions**, Hyderabad

2. Joining: Your appointment will take effect from the date of your joining which is: 10th Mar 2021

3. Salary Structure: You will be paid an annual CTC of **Rs.2,20,812/-PA (Rs. Two lakh twenty thousand eight Hundred and twelve Only)**, (i.e. gross salary is 16667/-PM). The salary will be bifurcated into the various components will be paid monthly with effect from your date of joining. Statutory deductions like PF, ESI, Professional Tax, IT etc as per Company policy & regulation in force and it will be with in annual CTC.

4. Probation:

- a. You will be on probation for a period of 6 months from the date of joining the service of **BVR Educational Institutions**,
- b. The period of probation may b. extended or curtailed at the sole discretion of the **Management** depending upon your performance and conduct.
- c. Unless confirmed in writing, you will be deemed to be a probationer after expiry of the initial or extended period of probation.
- d. Accordingly, your services may be regularized after the probation period is satisfactorily completed.
- e. During the probation period in case of unsatisfactory performance or breach of trust or misconduct the management reserve right to terminate your services of probationer at any time without notice or salary in lieu of notice period.



Principal

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Turkayamjal, R.R. Dist-501

13. Confidentiality: By accepting this letter of offer, you acknowledge and agree that you will not, during the course of your employment or thereafter, except with the consent of the employer, as required by law or in the performance of your duties, use or disclose confidential information relating to the business of the employer, including but not limited to client lists. You are required to sign an additional Confidentiality/service agreement as per Annexure II.

14. Unauthorized Absence: If you remain unauthorized absent from duty for more than 10 days continuously, you shall be deemed as having abandoned duty on your own and loose lien on your post in this Organization.

15. Medical fitness: Your continuation in the employment is subject to your being found and remaining medically fit. The management shall have the right to get you medically examined or re-examined at any time by our registered medical practitioner of our hospital, whose finding will be final and binding.

16. Acceptance: If the above terms and conditions are acceptable to you, then the duplicate copy of this letter of appointment duly signed in token acceptance send to the company.

For BVR Educational Institutions Pvt Ltd.


Authorized Signatory



I have carefully read the above terms and conditions of appointment and the same are acceptable to me and I have reported for duty on

Candidate Signature & Date:

K. Suresh
08/09/2021

5. **Documents:** You are advised to submit copies of certificates in support of your age, educational qualification, experience, salary drawn and relieving letters from previous employers if any, and other related details.
6. **Notice of Separation:**
- In case you intend to resign from the service of **BVR Educational Institutions** or the Management decides to terminate your service, 30 days notice Period is to be served.
 - In lieu of notice period, equivalent 30 days salary shall be payable by either side.
 - However, in case of termination of your service by the Management for Unsatisfactory work performance, behavior, inefficiency, breach of trust, or for reasons of Misconduct or unauthorized absence etc., no notice or salary in lieu thereof is Payable.
7. **Residential address:** Any change of your residential address should be intimated to us in writing within one month of such change.
8. **Rules, regulations & Leave:** You will be eligible for leaves as per company Leave policy. You will be governed by Company rules, regulations, procedures, practices and the policies in vogue from time to time in matters not provided herein.
9. **Transfer:** Your place of present posting is at **BVR Educational Institutions, JVI Towers, Rd No.7 Banjara hills Hyderabad**. However, you are liable to be transferred to any other place in India depending upon exigencies of work. You are liable to be transferred from one department to another or to any affiliated organization, depending upon the exigencies of work.
10. **Superannuation:** You will retire from the services of the company on attaining the age of 58yrs or otherwise as decided by the management/company or unless you are disqualified due to continued physical as well as mental ill health.
11. **Safe Custody & return of Assets:** You will be required to hand over all articles in good condition that were given to you either for your use / care / custody at the time of your severance from the services of **BVR Educational Institutions** and obtain a "No dues Certificate". Final settlement of your accounts will be made only on your handing over the same to the designated representative of the Company. You shall not bring in or take out any material / things from Company premises without prior permission of the Management.
12. **Professional Ethics:** You are required to deal with the company's money, material technical drawings, documents with utmost honesty and professional integrity. If you found guilty at any point of time dishonesty in dealing with company's money, material and documents or theft or misappropriation, regardless of the value involved the 'Company' has right to take action as deemed fit without prejudice to right of the Company to the satisfaction of the company.
- D

BVR Educational Institutions

S-2-502/1/A JVI Towers, Banjara Hills,, 8-2-502/1/A JVI Towers, Banjara Hills,,
Hyderabad, Telangana - 500034

Payslip for the Month of September, 2021

Name:	SUNEELA KONTHAM	Employee ID:	101083
Designation:	Project Associate	Bank Name:	
Department:	PRAKARA	Bank Account No.:	
Location:	Hyderabad	PAN No.:	
Effective Work Days:	30		
LOP:	0.0		

Earnings	Amount	Deductions	Amount
Basic	9,167	PF Employee	1,100
HRA	3,667	ESI Employee	125
Conveyance Allowance	917	PT	150
Leave Travel Allowance	764		
Other Medical, CHA, Allowance	2,152		
Total Earnings (Rs)	16,667	Total Deductions (Rs)	1,375

Net Pay For The Month: 15,292

(Rupees Fifteen Thousand, Two Hundred And Ninety-Two Only)

This is a system generated payslip and does not require signature.

Date: 09-Sep-2021
Ref: APL/Unit/HR/Offer/2020
Mr. Avinash Kadam

Dear Mr. Avinash Kadam,

Letter of Offer

With reference to your application and subsequent interview you had with us, we are pleased to advise you that you have been selected for the position of **Trainee - Production (Injectable)_UNIT - IV** in **Aurobindo Pharma Limited, UnitIV, Plot No.4 in Sy. No.151 and Plot Nos.34 to 48 in Sy. Nos. part of 146, 150, 151, 152, 153 and 154 situated in Phase III, APIIC, EPIP, IDA, Pashamylaram, Patancheru Revenue Mandal, Medak District 502 307, Telangana** on the terms and conditions as agreed by you at the time of interview and that are mentioned in Annexure - I.

You are advised to join on or before **15-Sep-2021**. You are advised to report at our **Aurobindo Pharma Limited, UnitIV, Plot No.4 in Sy. No.151 and Plot Nos.34 to 48 in Sy. Nos. part of 146, 150, 151, 152, 153 and 154 situated in Phase III, APIIC, EPIP, IDA, Pashamylaram, Patancheru Revenue Mandal, Medak District 502 307, Telangana** by **09:30 AM**, to complete your joining formalities. Please note joining formalities will be taken either on **Monday, Wednesday or Friday** in any week.

While joining, you are advised to submit the following for our verification and records:

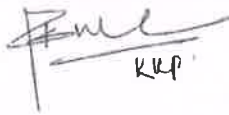
- Copies of certificates (including mark sheets) along with originals, for proof of age, educational qualifications, conduct etc.
- Independent references with phone Nos-Other than relatives.
- Passport size photographs – 08 Nos, stamp size photograph-02 Nos.
- Blood grouping certificate and medical fitness certificate- Original
- Copy of PAN card & Aadhar Card
- Recent Post card size colour photograph with family – full scape – 02 Nos for submitting the same to ESI (Family means Employee, spouse, children and dependent parents)

The regular appointment order will be issued at the time of your joining.

In case you do not join us by the stipulated time, this offer will be withdrawn at the sole discretion of management.

Please confirm your date of joining by e-mail Id: hr@aurobindo.com

For **AUROBINDO PHARMA LIMITED**,


KRP

KIRAN KUMAR P
DEPUTY GENERAL MANAGER-HUMAN RESOURCES

(CIN : L24239TG1986PLC015190)

AUROBINDO PHARMA LIMITED

PAN No. AABCA7366H

Corp off.: The Water Mark Building, Plot No. 11, Survey No.9, Hi tech City, Kondapur, Hyderabad - 500 084 T.S., INDIA Tel : +91 40 6872 5000 / 1700 Fax : +91 40 8707 4059

Regd. off.: Plot No. 2, Maithrivihar, Ammerpet, Hyderabad - 500 038 T.S., INDIA Tel : +91 40 2373 8370 Fax : +91 40 2374 7340, Email : info@aurobindo.com

www.aurobindo.com


Principal

St. Paul's College of Pharmacy
Turkavamjal, R R District

Annexure – I

1. You will be under training for a period of one year from the date of your joining. You will be paid an amount of Rs. 16,000/- per Month. As a Trainee, you will not be entitled to any other benefits or privileges that are applicable to the other categories of employees.
2. On successful completion of the training period, you will be on probation for a period of six months. Be it clearly understood and agreed that as a trainee or as a probationer, you will not have any lien or right on the regular employment either during the initial or the extended period of training or probation.
3. If your performance and conduct are not satisfactory, the training or probationary period will be extended or dispensed away during the initial or at the extended period of training or probation, purely at the discretion of the Management. Unless otherwise informed to you in writing, the probation period may deem to have completed successfully.
4. The training that will be imparted to you involves considerable expenditure, both direct and indirect, financial and unliquidated. The training substantially improves your professional standing since considerable expenditure is incurred by the Company as an investment and hence the Company expects a commitment from you to serve the Company. In consideration of the training to be imparted by the Company, you shall agree and undertake irrevocably to serve the Company, by not leaving the services of the Company and without taking up employment with any other Company.
5. It is agreed and promised by you that, you shall enter into an Employment Agreement with the Company, to serve the Company for a minimum guaranteed period of three years and six months from the date of joining, out of which you being as a trainee, as a probationer and as confirmed employee. The Employment Agreement, which you entered with the Company is accepted and agreed by you voluntarily without any duress.
6. By accepting the employment agreement with the Company, you agree and acknowledge that any breach of agreement by you would lead to irreparable productivity and financial loss to the Company, for which the Company shall recover the damages from any amounts that are payable to you by the Company and further you may tend to lose lien on certain benefits as per the applicable laws.
7. You are governed by the following clauses, in case you breach of the terms and conditions of the Employment Agreement:
 - a. If you fail to complete the first two years of employment, you shall pay a compensation of Rs. 1,00,000/- (Rupees one lakh only) towards cost of training and liquidated damages.
 - b. If you fail to serve the remaining period, you shall pay to the Company a compensation of Rs.60,000/- (Rupees sixty thousand only) towards cost of training and liquidated damages.
8. You shall produce two Sureties or Guarantors for the minimum guaranteed period of three years and six months with an absolute and unrestricted right to recover the compensation as per Clause No.7, in case you fail to compensate the said amounts towards breach of agreement.
9. Your appointment is further subject to verification of the particulars furnished by you on the 'Application Form for Employment' and other documents submitted by you. In case any particulars mentioned by you and/or other documents, which you have submitted at the time of interview or joining or thereafter are found to be false or incorrect, your training / probation / confirmation shall be terminated forthwith without any notice and further appropriate legal proceedings will be initiated.
10. This appointment and your continuance in the employment are subject to you being found medically, physically and mentally fit, that are required to discharge your functional responsibilities, by the authorized Medical Officer of the Company.
11. You shall discharge such duties as may be entrusted to you from time to time by the Management.
12. You shall be governed by the Leave Rules of the Company and shall abide by the rules and regulations as well as Certified Standing Orders that are applicable to the establishment.
13. You shall work with high standards of discipline, initiative, efficiency and economy in the department or section, wherever you are posted and strive for achieving the objectives of the Company.
14. You shall devote your whole time to the business of the Organization and shall not undertake any other business or work, either directly or indirectly, whether on remuneration or not, except with written permission of the Management.



eSPIES FACILITIES PVT LTD

AN ISO 9001 : 2015 CERTIFIED

Spies House, Manju Residency, Plot No. 85 & 88, Flat No. 302, 3rd Floor,
Sardar Patel Nagar, Near Nizampet Cross Road, Kukatpally, Hyderabad - 72.
Phone : 040 - 65740941, Cell : 9160004333, e-mail : isreddy@espies.in
Website : www.espies.in



To,

Sep 23rd, 2021

Mr. MD Nayyar
S/o: MD Ahamad
Vill.Mdl.: Chinna Chinta Kunta,
Dist. : Mahabub Nagar,
State: Telangana - 509131
Ph No: 8184910343
Email id: nayyar.1999@gmail.com

Sub: Offer Letter

Dear Mr. MD Nayyar

With reference to your application and subsequent interview with us, we would like to bring to your notice that you have been selected for the position of **Jr officer** in **QA** department.

1. You are required to report for duty on 04th Oct'2021 by 9:00AM.
2. You will be initially posted at our client **Annora Pharma Pvt Ltd at Annaram, Hyderabad**
3. Your Appointment letter will be issued after completion of joining formalities process.
4. You will be paid salary (per month) as shown below:
Monthly Gross Salary: Rs. 14000/-
5. Upon receipt of the offer, you are required to undergo medical check-up at the company authorized diagnostic centres. You will be entitled for appointment upon you found to be medically fit.
6. Your Employment will be subject to the Terms & Conditions, mentioned in your Appointment letter, which will be issued to you on your joining.
7. As substantial cost is being incurred towards your recruitment, training and development, any discontinuance, exit or voluntary separation of your services against the agreed period will attract penalty more fully detailed in the Annexure – I of this offer letter.
8. Please bring the below list of documents for the joining formalities.
 - Original Academic Certificates (all from 10th to Highest)
 - All Educational Certificates Xerox Copies from 10th to Highest Qualification.
 - Address and ID proof on your name.
 - Aadhar Card clear Xerox copy.
 - Xerox copies of all Appointment letter and Reliving letter of previous organizations if any.
 - EPF UAN Number and ESIC Insurance numbers of previous organisation if any.
 - 3 Passport Photographs.
 - 1 Postcard Size family photograph for the ESIC process.
 - Rs. 100/- Stamp Paper for making the Agreement.

Thank you,

For ESPIES FACILITIES PVT LTD



Authorised Signatory

DECLARATION BY THE CANDIDATE

Annexure I

I MD Nayyar, S/o. MD Ahamad, if I fail to continue the service with Hetero for a period agreed upon, I will pay the penalty amount as mentioned below:

Remedial Compensation Structure - Recommendation with immediate effect	
(As agreed under Clause 9 of the Agreement)	
Service Period	Compensation - INR
Less Than One Month	Rs. 20,000/-
More Than One Month - Less Than Six Months	Rs. 40,000/-
More Than Six Months - Less Than One Year	Rs. 80,000/-
More Than One Year - Less Than Two Years	Rs. 1,00,000/-
More Than Two Years - Less Than Three Years	Rs. 80,000/-

- a. I have read, understood and accept the terms and conditions as mentioned in the offer letter and annexure.
- b. I hereby affirm that I have not been involved in any monetary transactions to obtain this offer.

(Signature of the candidate)

Name: **MD Nayyar**

Date:

Ms.B Hrudayanjali,
Mobile: 9391580327,
Email: hrudayanjalibangari@gmail.com.

Date: September 1, 2021

Dear Hrudayanjali

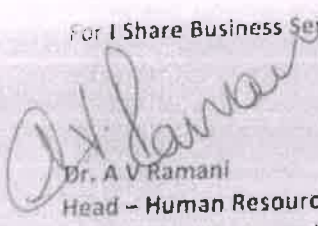
We are pleased to appoint you as a "Consultant". You will be deputed by I Share Business Services (India) Pvt. Ltd. to work at M/S. Good Health Insurance TPA Ltd. Office /premises at any of their locations. The following terms and conditions are applicable to you during the deputation.

The following terms and conditions are applicable to you during your tenure:

1. The contract is valid for a period of 11 Months from 1st September 2021 to 31st July 2022 and renewal of contract will be subject to your performance and discretion of the Management.
2. You will be paid consolidated remuneration of Rs.13,500/- (Rupees Thirteen Thousand Five Hundred only) per month during your tenure. TDS and other taxes will be deducted as applicable. Also refer to Annexure-1 for other details.
3. Initially, your place of posting will be at Head Office - Hyderabad. You may be transferred temporarily or permanently to any of the locations in India based on the exigencies of work.
4. It is understood and agreed that as a consultant, you will not have the status of an Employee nor you will be entitled to the privileges / benefits available to other employees who are employed either on regular or part time or temporary basis, except as mentioned above.
5. This contract can be terminated or ended by giving 30 days of notice from either side.
6. You will report to the Branch Head of your location. There may be a change in reporting pattern based on the exigencies of work.

If the above terms and conditions of service are acceptable to you, please sign and return a copy of the offer of appointment as a token of acceptance to the same.

For I Share Business Services (India) Pvt Ltd


Dr. A V Ramani
Head - Human Resources

Declaration: I have read and understood the above terms and conditions and agree to abide the same

Name: B. Hrudayanjali

Date: 04/09/21

Location: Hyderabad




Principal

St. Paul's College of Pharmacy
Turkavamial, R R District

Date: 30th August 2021

Ms. Metta Prasanna,
Mobile: 7731024083,
Email: mettaprasanna04@gmail.com,

Dear Prasanna,

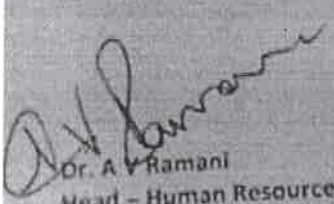
We are pleased to appoint you as a "Consultant". You will be deputed by I Share Business Services (India) Pvt. Ltd. to work at M/S. Good Health Insurance TPA Ltd. Office /premises at any of their locations. The following terms and conditions are applicable to you during the deputation.

The following terms and conditions are applicable to you during your tenure:

1. The contract is valid for a period of 11 Months from 30th August 2021 to 31st May 2022 and renewal of contract will be based on your performance and discretion of the Management.
2. You will be paid consolidated remuneration of Rs.13,500/- (Rupees Thirteen Thousand Five Hundred only) per month during your tenure. TDS and other taxes will be deducted as applicable. Also refer to Annexure 1 for other details.
3. Initially, your place of posting will be at Head Office - Hyderabad. You may be transferred temporarily or permanently to any of the locations in India based on the exigencies of work.
4. It is understood and agreed that as a consultant, you will not have the status of an Employee nor you will be entitled to the privileges / benefits available to other employees who are employed either on regular or part time or temporary basis, except as mentioned above.
5. This contract can be terminated or ended by giving 30 days of notice from either side.
6. You will report to the Branch Head of your location. There may be a change in reporting pattern based on the exigencies of work.

If the above terms and conditions of service are acceptable to you, please sign and return a copy of the offer of appointment as a token of acceptance to the same.

For I Share Business Services (India) Pvt Ltd

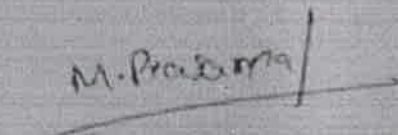

Dr. A. Ramani
Head - Human Resources


Declaration: I have read and understood the above terms and conditions and agree to abide the same.

Name: M. Prasanna

Date: 03/09/21

Location: Hyderabad


M. Prasanna


Principal
St. Paul's College of Pharmacy
Turkayamjal, R.R. District

Ms. Akula Mounika,
Mobile: 9666956415,
Email: akulamounika030@gmail.com,

Date: 30th August 2021

Dear Mounika,

We are pleased to appoint you as a "Consultant". You will be deputed by I Share Business Services (India) Pvt. Ltd. to provide Good Health Insurance TPA Ltd. Office premises at any of their locations. The following terms and conditions are applicable to you during the deputation.

The following terms and conditions are applicable to you during your tenure:

1. The contract is for a period of 31 months from 30th August 2021 to 31st May 2022 and renewal of contract shall be at the performance and discretion of the Management.

2. You will be paid consolidated remuneration of Rs.13,500/- (Rupees Thirteen Thousand Five Hundred only) per month during your tenure. TDS and other taxes will be deducted as applicable. Also refer to Annexure-1 for other details.

3. Initially, your place of posting will be at **Head Office - Hyderabad**. You may be transferred temporarily or permanently to any of the locations in India based on the exigencies of work.

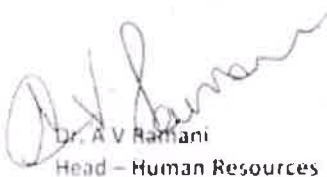
4. It is understood and agreed that as a consultant, you will not have the status of an Employee nor you will be entitled to the privileges / benefits available to other employees who are employed either on regular or part time or temporary basis, except as mentioned above.

5. This contract can be terminated or ended by giving 30 days of notice from either side.

6. You will report to the Branch Head of your location. There may be a change in reporting pattern based on the exigencies of work.

If the above terms and conditions of service are acceptable to you, please sign and return a copy of the offer of appointment as a token of acceptance to the same.

For I Share Business Services (India) Pvt Ltd




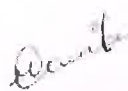
Dr. A V Ramani
Head - Human Resources

Declaration: I have read and understood the above terms and conditions and agree to abide the same.

Name: A. Mounika

Date: 30/09/2021

Location: Hyderabad



Principal
St. Paul's College of Pharmacy
Turkavamjal, R.R. District

Ms. Sagarla Usha Rani,
Mobile: 8074180482,
Email: sagarlausharani123@gmail.com.

Date: September 1, 2021

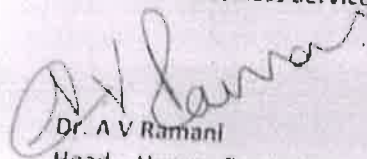
Dear Usha Rani

We are pleased to appoint you as a "Consultant". You will be deputed by I Share Business Services (India) Pvt. Ltd. to work at M/S. Good Health Insurance TPA Ltd. Office /premises at any of their locations. The following terms and conditions are applicable to you during the deputation.

The following terms and conditions are applicable to you during your tenure:

1. The contract is valid for a period of 11 Months from 1st September 2021 to 31st July 2022 and renewal of contract will be based on your performance and discretion of the Management.
 2. You will be paid consolidated remuneration of Rs.13,500/- (Rupees Thirteen Thousand Five Hundred only) per month during your tenure. TDS and other taxes will be deducted as applicable. Also refer to Annexure-1 for other details.
 3. Initially, your place of posting will be at Head Office - Hyderabad. You may be transferred temporarily or permanently to any of the locations in India based on the exigencies of work.
 4. It is understood and agreed that as a consultant, you will not have the status of an Employee nor you will be entitled to the privileges / benefits available to other employees who are employed either on regular or part time or temporary basis, except as mentioned above.
 5. This contract can be terminated or ended by giving 30 days of notice from either side.
 6. You will report to the Branch Head of your location. There may be a change in reporting pattern based on the exigencies of work.
- If the above terms and conditions of service are acceptable to you, please sign and return a copy of the offer of appointment as a token of acceptance to the same.

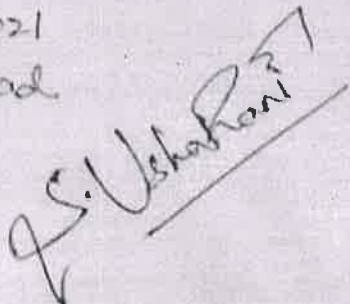
For I Share Business Services (India) Pvt Ltd


Dr. A V Ramani

Head - Human Resources

Declaration: I have read and understood the above terms and conditions and agree to abide the same.

Name: S. Usharani
Date: 01-09-2021
Location: Hyderabad




Principal

St. Paul's College of Pharmac
Turkavamjal, R R District



Mrs P Naga Haritha <harithasunilp@stpaulscollege.ac.in>

Fwd: Email Offer - AXIS Clinicals Ltd

4 messages

013 Murugan.Nithya <murugannithya12345@gmail.com>

To: harithasunilp@stpaulscollege.ac.in

Wed, Dec 1, 2021 at 7:47 PM

----- Forwarded message -----
From: HR <HR@axisclinicals.com>
Date: Fri, 22 Oct 2021, 5:47 pm
Subject: Email Offer - AXIS Clinicals Ltd
To: murugannithya12345@gmail.com <murugannithya12345@gmail.com>

Dear Ms. Murugan Nithya,

Congratulations!!!!!!!

Based on our interactions with you, we are pleased to offer you a position as a 'Trainee Research Associate' in the department of 'Bioanalytical'.

Given below is the detailed breakup of your compensation.

SALARY COMPONENTS	MONTHLY	YEARLY
Basic	7000	84000
HRA	2816	33792

Principal
St. Pauls College of Pharmacy
Turkayamjal, R.R. Dist-501 510.

TRA	800	9600
LTA	0	0
Medical Allowance	0	0
Bonus	584	7008
Gross	11200	134400
Annual Benefits		
Leave Travel Allowance	0	0
Provident Fund	936	11232
EESI 3.25%	364	4368
Total CTC	12500	150000
PF	936	11232
ESI	84	1008
Professional Tax	0	0
Net Pay	10180	122160

Please Note:

- Income tax will be as applicable as per income tax act.
- As part of the appraisal process in AXIS, you will be excluded from the current appraisal process based on the cut off period for joining i.e. from (1st Oct 2021 to 31st March 2022). You will be included in the following year's appraisal cycle which is in April 2023

You have made a very favorable impression with everyone you met and as a token of acceptance of our offer please confirm the same through a return mail.

You are required to get the following documents as part of the joining formalities.

- Copies of all educational certificates (including marks sheets) along with originals, any supporting certificate for proof of age and conduct.
- Any such certificates supporting your candidature.
- 5 Passport size photographs of yourself
- 2 Copies of PAN Card and Aadhar card
- Cancelled Cheque or Passbook copy
- Rs. 100 Bond paper

Note: The date of joining would be on or before 25th October 2021 and reporting time is 9:30 AM.

Please feel free to revert back with any clarifications if any on 040-40408019 and I shall be glad to be of help.

Wishing you the very best in all your endeavors.

Best Regards,

Chilla Rohitha

AXIS Clinicals Ltd

Sr. Executive

1-121/1, Miyapur

Human Resources

Hyderabad-500049

Head Office

Andhra Pradesh - INDIA

Operator: +91-40-40408080/8090

Direct: +91-40-40408019

Email: Rohitha.ch@AxisClinicals.Com

Fax: +91-40-40408060

Web: www.axisclinicals.com



Please think about resource conservation before you print this message.

CONFIDENTIALITY STATEMENT: The information contained in or attached to this transmission is confidential and may be protected by legal privilege. It is intended only for the addressee and access to the information in this transmission by anyone other than the addressee is not authorized. Any unauthorized review, copying, distribution, disclosure, or use of this information is strictly prohibited and may be unlawful. If you are not the addressee, please notify the sender immediately and properly destroy this transmission without disclosure.

017 Naini Prathyusha <prathyushanaini123@gmail.com>

To: harithasunilp@stpaulscollege.ac.in

Wed, Dec 1, 2021 at 7:53 PM

----- Forwarded message -----

From: 017 Naini Prathyusha <prathyushanaini123@gmail.com>

Date: Sat, 23 Oct, 2021, 9:01 AM

Subject: Re: Email Offer - AXIS Clinicals Ltd

To: HR <HR@axisclinicals.com>

Principal

St. Pauls College of Pharmacy
Turkayamjal, R.R. Dist-501 510.

I accept the offer sir

On Fri, 22 Oct, 2021, 5:47 PM HR, <HR@axisclinicals.com> wrote:

Dear Ms. Naini Prathyusha,

Congratulations!!!!!!!

Based on our interactions with you, we are pleased to offer you a position as a **‘Trainee Research Associate’** in the department of **‘Bioanalytical’**.

Given below is the detailed breakup of your compensation.

SALARY COMPONENTS	MONTHLY	YEARLY
Basic	7000	84000
HRA	2816	33792
TRA	800	9600
LTA	0	0
Medical Allowance	0	0
Bonus	584	7008
Gross	11200	134400
Annual Benefits		
Leave Travel Allowance	0	0
Provident Fund	936	11232

EESI 3.25%	364	4368
Total CTC	12500	150000
PF	936	11232
ESI	84	1008
Professional Tax	0	0
Net Pay	10180	122160

Please Note:

- Income tax will be as applicable as per income tax act.
- As part of the appraisal process in AXIS, you will be excluded from the current appraisal process based on the cut off period for joining i.e. from (1st Oct 2021 to 31st March 2022). You will be included in the following year's appraisal cycle which is in April 2023

You have made a very favorable impression with everyone you met and as a token of acceptance of our offer please confirm the same through a return mail.

You are required to get the following documents as part of the joining formalities.

- Copies of all educational certificates (including marks sheets) along with originals, any supporting certificate for proof of age and conduct.
- Any such certificates supporting your candidature.

- 5 Passport size photographs of yourself
- 2 Copies of PAN Card and Aadhar card
- Cancelled Cheque or Passbook copy
- Rs. 100 Bond paper

Note: The date of joining would be on or before 25th October 2021 and reporting time is 9:30 AM.

Please feel free to revert back with any clarifications if any on 040-40408019 and I shall be glad to be of help.

Wishing you the very best in all your endeavors.

Best Regards,

Chilla Rohitha

AXIS Clinicals Ltd

Sr. Executive

1-121/1, Miyapur

Human Resources

Hyderabad-500049

Head Office

Andhra Pradesh - INDIA

Operator: +91-40-40408080/8090

Direct: +91-40-40408019

Email: Rohitha.ch@AxisClinicals.Com

Fax: +91-40-40408060

Web: www.axisclinicals.com

 Please think about resource conservation before you print this message.

CONFIDENTIALITY STATEMENT: The information contained in or attached to this transmission is confidential and may be protected by legal privilege. It is intended only for the addressee and access to the information in this transmission by anyone other than the addressee is not authorized. Any unauthorized review, copying, distribution, disclosure, or use of this information is strictly prohibited and may be unlawful. If you are not the addressee, please notify the sender immediately and properly destroy this transmission without disclosure.

Wed, Dec 1, 2021 at 7:54 PM

017 Naini Prathyusha <prathyushanaini123@gmail.com>
To: harithasunilp@stpaulscollege.ac.in

----- Forwarded message -----

From: HR <HR@axisclinicalcs.com>
Date: Fri, 22 Oct, 2021, 5:47 PM
Subject: Email Offer - AXIS Clinicals Ltd
To: prathyushanaini123@gmail.com <prathyushanaini123@gmail.com>
Cc: Kingsley.K <Kingsley.K@axisclinicalcs.com>, Navajeevan.R <Navajeevan.R@axisclinicalcs.com>

Dear Ms. Naini Prathyusha,

Congratulations!!!!!!!!!!!!

Based on our interactions with you, we are pleased to offer you a position as a **'Trainee Research Associate'** in the department of **'Bioanalytical'**.

Given below is the detailed breakup of your compensation.

SALARY COMPONENTS	MONTHLY	YEARLY
Basic	7000	84000
HRA	2816	33792

TRA	800	9600
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Bonus	584	7008
Gross	11200	134400
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Leave Travel Allowance	0	0
Provident Fund	936	11232
EESI 3.25%	364	4368
Total CTC	12500	150000
PF	936	11232
ESI	84	1008
Professional Tax	0	0
Net Pay	10180	122160

Please Note:

- Income tax will be as applicable as per income tax act.
- As part of the appraisal process in AXIS, you will be excluded from the current appraisal process based on the cut off period for joining i.e. from (1st Oct 2021 to 31st March 2022). You will be included in the following year's appraisal cycle which is in April 2023

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- Any such certificates supporting your candidature.
- 5 Passport size photographs of yourself
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- Cancelled Cheque or Passbook copy
- Rs. 100 Bond paper

Note: The date of joining would be on or before 25th October 2021 and reporting time is 9:30 AM.

Please feel free to revert back with any clarifications if any on 040-40408019 and I shall be glad to be of help.

Wishing you the very best in all your endeavors.

Best Regards,



SODUM DRUGS & PHARMACEUTICALS (P) LTD

Date: 10.08.2021

Mr.: NUDRATH

S/O Mohammed Abdul Rasheed
4-109/19 Sri Ram Nagar Colongy,
Turkayamjal, Abdullapur met, R.R District,
Telangana, India-501510

Sub: Letter of Appointment

Dear Mr.: NUDRATH

With reference to the application submitted by you and to the interview you had with us. The company is pleased to offer you appointment as **Jr.Chemist – Production for Sodum Drugs & Pharmaceuticals (P).Ltd** as agreed, your employment is effective from **03 Aug 2021**.

The terms and conditions of your employment are as follows:

REMUNERATION & BENEFITS:

Your monthly emoluments and other benefits will be as follows:

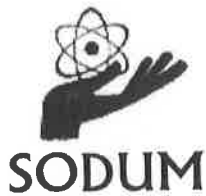
Salary: Rs. 18000 /- CTC per month.

- You will be on probation for a period of six months from the date of joining duty. This period of probation may be extended further by a period of three months at a time, at the sole discretion of the Management, unless your services are confirmed in writing you will be deemed to continue as probationer.
- During the period of your probation you will not be entitled to any kind of leave except leave with wages, as per the Factories Act, 1948.
- At any time during the period of probation or at the end of probation your services may be terminated without any notice and without assigning any reason.


Principal

St. Pauls College of Pharmacy
Turkayamjal, R.R. Dist-501 510.

FLAT NO.7, D.NO. 1-2-30, SRI SAI PRIYA RESIDENCY, NEAR BRINDAVAN COLONY, NIZAMPET ROAD,
HYDERABAD - 500072, T.S. INDIA.
Mail : info@sodumdrugs.com, indra@sodumdrugs.com Cell : 9591044330



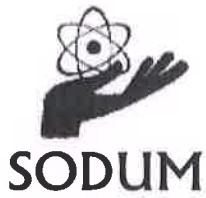
SODUM DRUGS & PHARMACEUTICALS (P) LTD

- After confirmation if the company chooses to terminate your services, the company shall give you one month's notice or one month's salary in lieu of one month's notice. So also, in the event of you're deciding to leave the services of the company at any time after confirmation you will have to give one month's advance notice to the company.
- In other words your notice of resignation may be treated by the company as resignation itself and you may be relieved from service.
- You are entitled for leave as per the Factories Act and Rules there under.
- Other than the above terms, your services are governed by the service Rules & Regulations existing and which may be amended from time to time.

Sincerely,

For SODUM DRUGS & PHARMACEUTICALS (P).LTD


S. Indra
Director



SODUM DRUGS & PHARMACEUTICALS (P) LTD

Date: 10.08.2021

Miss.: RAYUDU RAJA RAJESHWARI

D/O Rayadu Srinivas Rao

Plot No. 87/B, SRINIVASPURAM,
KARMANGHAT, SAROORNAGAR,
RR Distic, Telangana, India-500069

Sub: Letter of Appointment

Dear Miss.: RAYUDU RAJA RAJESHWARI

With reference to the application submitted by you and to the interview you had with us. The company is pleased to offer you appointment as **Jr.Chemist – Production** for **Sodum Drugs & Pharmaceuticals (P).Ltd** as agreed, your employment is effective from **03 Aug 2021**.

The terms and conditions of your employment are as follows:

REMUNERATION & BENEFITS:

Your monthly emoluments and other benefits will be as follows:

Salary: Rs. 18000 /- CTC per month.

- You will be on probation for a period of six months from the date of joining duty. This period of probation may be extended further by a period of three months at a time, at the sole discretion of the Management, unless your services are confirmed in writing you will be deemed to continue as probationer.
- During the period of your probation you will not be entitled to any kind of leave except leave with wages, as per the Factories Act, 1948.
- At any time during the period of probation or at the end of probation your services may be terminated without any notice and without assigning any reason.


Principal

St. Pauls College of Pharmacy
Nizampet Road, Nizampet, R.R. Dist-501 510.

FLAT NO.7, D.NO. 1-2-30, SRI SAI PRIYA RESIDENCY, NEAR BRINDAVAN COLONY, NIZAMPET ROAD,
HYDERABAD - 500072, T.S. INDIA.

Mail : info@sodumdrugs.com, indra@sodumdrugs.com Cell : 9591044330



SODUM DRUGS & PHARMACEUTICALS (P) LTD

- After confirmation if the company chooses to terminate your services, the company shall give you one month's notice or one month's salary in lieu of one month's notice. So also, in the event of you're deciding to leave the services of the company at any time after confirmation you will have to give one month's advance notice to the company.
- In other words your notice of resignation may be treated by the company as resignation itself and you may be relieved from service.
- You are entitled for leave as per the Factories Act and Rules there under.
- Other than the above terms, your services are governed by the service Rules & Regulations existing and which may be amended from time to time.

Sincerely,

For SODUM DRUGS & PHARMACEUTICALS (P).LTD



FLAT NO.7, D.NO. 1-2-30, SRI SAI PRIYA RESIDENCY, NEAR BRINDAVAN COLONY, NIZAMPET ROAD,
HYDERABAD - 500072, T.S. INDIA.

Mail : info@sodumdrugs.com, indra@sodumdrugs.com Cell : 9591044330



17-Nov-2021

Ms. Sandanamena Sravya
Andhra Pradesh - 502103.



Dear Sravya,

"Welcome to the Apollo Family"

Reference your application and the subsequent discussions you had with us, we are happy to inform you that we are offering you the position of **"Pharmacist"** at **"Apollo 24|7" (Apollo Hospitals Enterprise Limited)** on the following terms.

1. Placement: Initially you will be posted at **"Apollo 24|7" - Hyderabad**, however during employment with the company, you will be posted/transferred to any location at the sole discretion of the management.
2. Reporting: You will be reporting to **Sr. Manager- Order Fulfillment – Apollo 24|7**.
3. Remuneration: You will be paid a compensation of **Rs. 2,30,000 (Rupees Two Lac(s) Thirty Thousand Only)** per annum.
4. You will be required to join on or **before 24-Nov-2021** (This offer will lapse in case you do not report duty on the said date).

You are requested to submit the following certificates (original as well as photocopy) on acceptance of the offer; originals will be returned after verification. These certificates have to be produced on any working day prior to 7 working days of your joining.

- Certificates of Educational Qualification (10th to highest degree of qualification)
- Service Certificates of Previous & Current Employment
- Aadhaar Card, PAN Card, Passport or any other Residential Address Proof
- 2 Reference Letters.
- 4 Passport Size Photographs (with blue background)

This employment is subject to you being found medically fit, in this regards, you are required to undergo a pre - employment medical examination at our hospital on any working day before your joining date. On confirmation of your medical fitness along with your credential and employment verification reports, you will be issued an Appointment Letter with terms and conditions.

On completion of the Pre - employment medical examination, if you fail to report to duty or leave the organization within 3 months from the Date of Joining, you are required to refund the actual cost of the pre-employment medical examination.

Kindly acknowledge this letter as a token of acceptance of this offer.

With best wishes,

Benny Veliath
Lead- Human Resources

#ExpertiseForEveryone

Gurgaon: Apollo 24|7, 3rd Floor, Good Earth Business Bay, Sector-58, Gurgaon - 122011
Hyderabad: ARI Building, Apollo Hospital, Jubilee Hills, Telangana - 500096

www.apollo247.com



Date: 17-Nov-2021

SALARY BREAKUP			
Name : Sandanamena Sravya			
Designation : Pharmacist			
Category : Operations			
Gross Salary / Remuneration Breakup (A)	Amount Per Month	Amount Per Annum	Guidelines
Basic pay	5750	69000	
HRA	2875	34500	
Children Education Allowance	200	2400	
Other Allowance	8105	97260	
Gross Salary Total (A)	16930	203160	
Benefits(B)	Per Month	Per Annum	
Employer's P.F Contribution	1687	20239	
ESI	550	6603	
Total CTC (A+B)	19166	230000	

Standard Terms & Conditions:

- Individual Compensation structure is subject to change.
- Employer share of Provident Fund & ESIC will be a part of the Cost to Company whereas the Employee share of Provident Fund & ESIC will be deducted from the salary as per the Govt. Guidelines.
- As per the statutory compliance, it is mandate to submit a valid PAN and Aadhaar on the day of On-boarding.
- The above compensation structure is subjected to tax and other statutory deductions as applicable by the law.
- Please note that the individual employee compensation is strictly confidential and must not be shared with other employees or business associates.
- You will be on probation for a minimum period of Six (6) months commencing from your date of joining the Company. During the probation period, you may terminate your services by providing 1 month of notice period.
- Post the probation period, If you decide to leave, you may resign from your services by giving a prior Notice Period of One (1) months or payment of gross salary in lieu thereof. Any shortfall in the Notice Period shall be recovered from you

With best wishes,

Benny Veliath
Lead- Human Resources





SODUM DRUGS & PHARMACEUTICALS (P) LTD

Date: 10.08.2021

Mr.: AGURLA NAVEEN
S/O Agurla Thirupathi
1- 69/A, Hashinapura Ranga Reddy,
Telangana, India-506 078

Sub: Letter of Appointment

Dear Mr.: AGURLA NAVEEN

With reference to the application submitted by you and to the interview you had with us. The company is pleased to offer you appointment as **Jr.Chemist – Production for Sodum Drugs & Pharmaceuticals (P).Ltd** as agreed, your employment is effective from **03 Aug 2021**.

The terms and conditions of your employment are as follows:

REMUNERATION & BENEFITS:

Your monthly emoluments and other benefits will be as follows:

Salary: Rs. 18000 /- CTC per month.

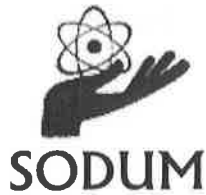
- You will be on probation for a period of six months from the date of joining duty. This period of probation may be extended further by a period of three months at a time, at the sole discretion of the Management, unless your services are confirmed in writing you will be deemed to continue as probationer.
- During the period of your probation you will not be entitled to any kind of leave except leave with wages, as per the Factories Act, 1948.
- At any time during the period of probation or at the end of probation your services may be terminated without any notice and without assigning any reason.


Principal

St. Pauls College of Pharmacy
Turkayal, R.R. Dist-501 510.

FLAT NO.7, D.NO. 1-2-30, SRI SAI PRIYA RESIDENCY, NEAR BRINDAVAN COLONY, NIZAMPET ROAD,
HYDERABAD - 500072, T.S. INDIA.

Mail : info@sodumdrugs.com, indra@sodumdrugs.com Cell : 9591044330



SODUM DRUGS & PHARMACEUTICALS (P) LTD

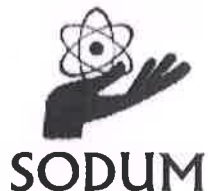
- After confirmation if the company chooses to terminate your services, the company shall give you one month's notice or one month's salary in lieu of one month's notice. So also, in the event of you're deciding to leave the services of the company at any time after confirmation you will have to give one month's advance notice to the company.
- In other words your notice of resignation may be treated by the company as resignation itself and you may be relieved from service.
- You are entitled for leave as per the Factories Act and Rules there under.
- Other than the above terms, your services are governed by the service Rules & Regulations existing and which may be amended from time to time.

Sincerely,

For SODUM DRUGS & PHARMACEUTICALS (P).LTD

S. Indira
Director





SODUM DRUGS & PHARMACEUTICALS (P) LTD

Date: 10.08.2021

Miss.: JELLA MAMATHA

D/O Jella Niranjana

Hashtnapuram, Saroor Nagar, R.R

District, Telangana, India-509321

Sub: Letter of Appointment

Dear Miss.: JELLA MAMATHA

With reference to the application submitted by you and to the interview you had with us. The company is pleased to offer you appointment as **Jr.Chemist – Production for Sodum Drugs & Pharmaceuticals (P).Ltd** as agreed, your employment is effective from **03 Aug 2021**.

The terms and conditions of your employment are as follows:

REMUNERATION & BENEFITS:

Your monthly emoluments and other benefits will be as follows:

Salary: Rs. 18000 /- CTC per month.

- You will be on probation for a period of six months from the date of joining duty. This period of probation may be extended further by a period of three months at a time, at the sole discretion of the Management, unless your services are confirmed in writing you will be deemed to continue as probationer.
- During the period of your probation you will not be entitled to any kind of leave except leave with wages, as per the Factories Act, 1948.
- At any time during the period of probation or at the end of probation your services may be terminated without any notice and without assigning any reason.


Principal

Pauls College of Pharmacy
Turkayamjal, R.R. Dist-501 510.

FLAT NO.7, D.NO. 1-2-30, SRI SAI PRIYA RESIDENCY, NEAR BRINDAVAN COLONY, NIZAMPET ROAD,
HYDERABAD - 500072, T.S. INDIA.

Mail : info@sodumdrugs.com, indra@sodumdrugs.com Cell : 9591044330



SODUM DRUGS & PHARMACEUTICALS (P) LTD

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Sincerely,

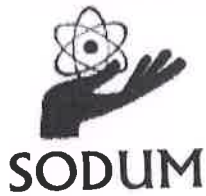
For SODUM DRUGS & PHARMACEUTICALS (P).LTD

G.indra
Director



FLAT NO.7, D.NO. 1-2-30, SRI SAI PRIYA RESIDENCY, NEAR BRINDAVAN COLONY, NIZAMPET ROAD,
HYDERABAD - 500072, T.S. INDIA.

Mail : info@sodumdrugs.com, indra@sodumdrugs.com Cell : 9591044330



SODUM DRUGS & PHARMACEUTICALS (P) LTD

Date: 03.08.2021

Miss.: OLEPU GANGAMANI
D/O Olepu Bjumaiah
Plot 76, Sundaraya colony,
Kammaguda, Turkeymajal

Sub: Letter of Appointment

Dear Miss.: OLEPU GANGAMANI

With reference to the application submitted by you and to the interview you had with us. The company is pleased to offer you appointment as **Officer – Quality Control** for **Sodum Drugs & Pharmaceuticals (P).Ltd** as agreed, your employment is effective from **03 Aug 2021**.

The terms and conditions of your employment are as follows:

REMUNERATION & BENEFITS:

Your monthly emoluments and other benefits will be as follows:

Salary: Rs. 18000 /- CTC per month.

- You will be on probation for a period of six months from the date of joining duty. This period of probation may be extended further by a period of three months at a time, at the sole discretion of the Management, unless your services are confirmed in writing you will be deemed to continue as probationer.
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Principal

St. Pauls College of Pharmacy
Turkeymajal, R.R. Dist-501 510.

FLAT NO.7, D.NO. 1-2-30, SRI SAI PRIYA RESIDENCY, NEAR BRINDAVAN COLONY, NIZAMPET ROAD,
HYDERABAD - 500072, T.S. INDIA.
Mail : info@sodumdrugs.com, indra@sodumdrugs.com Cell : 9591044330



SODUM DRUGS & PHARMACEUTICALS (P) LTD

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- You are entitled for leave as per the Factories Act and Rules there under.
- Other than the above terms, your services are governed by the service Rules & Regulations existing and which may be amended from time to time.

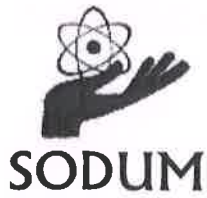
Sincerely,

For SODUM DRUGS & PHARMACEUTICALS (P).LTD


Director

FLAT NO.7, D.NO. 1-2-30, SRI SAI PRIYA RESIDENCY, NEAR BRINDAVAN COLONY, NIZAMPET ROAD,
HYDERABAD - 500072, T.S. INDIA.

Mail : info@sodumdrugs.com, indra@sodumdrugs.com Cell : 9591044330



SODUM DRUGS & PHARMACEUTICALS (P) LTD

Date: 03.08.2021

Miss. KAREEMA

D/O Shaik Ghouse

House No.1-711, Shamshabad, R.R

District, Telangana, India-509325

Sub: Letter of Appointment

Dear Miss. KAREEMA

With reference to the application submitted by you and to the interview you had with us. The company is pleased to offer you appointment as **Officer – Quality Control** for **Sodum Drugs & Pharmaceuticals (P).Ltd** as agreed, your employment is effective from **03 Aug 2021**.

The terms and conditions of your employment are as follows:

REMUNERATION & BENEFITS:

Your monthly emoluments and other benefits will be as follows:

Salary: Rs. 18000 /- CTC per month.

- You will be on probation for a period of six months from the date of joining duty. This period of probation may be extended further by a period of three months at a time, at the sole discretion of the Management, unless your services are confirmed in writing you will be deemed to continue as probationer.
- During the period of your probation you will not be entitled to any kind of leave except leave with wages, as per the Factories Act, 1948.
- At any time during the period of probation or at the end of probation your services may be terminated without any notice and without assigning any reason.


Principal

St. Pauls College of Pharmacy
Tolayyala, R.R Dist 501 510.

FLAT NO.7, D.NO. 1-2-30, SRI SAI PRIYA RESIDENCY, NEAR BRINDAVAN COLONY, NIZAMPET ROAD,
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SODUM DRUGS & PHARMACEUTICALS (P) LTD

- After confirmation if the company chooses to terminate your services, the company shall give you one month's notice or one month's salary in lieu of one month's notice. So also, in the event of you're deciding to leave the services of the company at any time after confirmation you will have to give one month's advance notice to the company.
- In other words your notice of resignation may be treated by the company as resignation itself and you may be relieved from service.
- You are entitled for leave as per the Factories Act and Rules there under.
- Other than the above terms, your services are governed by the service Rules & Regulations existing and which may be amended from time to time.

Sincerely,

For SODUM DRUGS & PHARMACEUTICALS (P).LTD

S. Indira
Director





SODUM DRUGS & PHARMACEUTICALS (P) LTD

Date: 03.08.2021

Mr. N KISHORE NAYAK

S/O N. Srinivas nayak

Plot No 46 GANDI MAISAMMA, Dundigal, Medchal,
Telangana, India-500043

Sub: Letter of Appointment

Dear Mr. N KISHORE NAYAK

With reference to the application submitted by you and to the interview you had with us. The company is pleased to offer you appointment as **Officer – Quality Control** for **Sodum Drugs & Pharmaceuticals (P).Ltd** as agreed, your employment is effective from **03 Aug 2021**.

The terms and conditions of your employment are as follows:

REMUNERATION & BENEFITS:

Your monthly emoluments and other benefits will be as follows:

Salary: Rs. 18000 /- CTC per month.

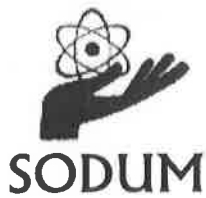
- You will be on probation for a period of six months from the date of joining duty. This period of probation may be extended further by a period of three months at a time, at the sole discretion of the Management, unless your services are confirmed in writing you will be deemed to continue as probationer.
- During the period of your probation you will not be entitled to any kind of leave except leave with wages, as per the Factories Act, 1948.
- At any time during the period of probation or at the end of probation your services may be terminated without any notice and without assigning any reason.


Principal

Pauls College of Pharmacy
Yankayamajal, R.R. Dist-501 510.

FLAT NO.7, D.NO. 1-2-30, SRI SAI PRIYA RESIDENCY, NEAR BRINDAVAN COLONY, NIZAMPET ROAD,
HYDERABAD - 500072, T.S. INDIA.

Mail : info@sodumdrugs.com, indra@sodumdrugs.com Cell : 9591044330



SODUM DRUGS & PHARMACEUTICALS (P) LTD

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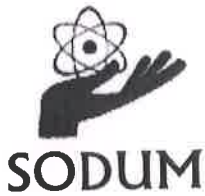
Sincerely,

For SODUM DRUGS & PHARMACEUTICALS (P).LTD



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Mail : info@sodumdrugs.com, indra@sodumdrugs.com Cell : 9591044330



SODUM DRUGS & PHARMACEUTICALS (P) LTD

Date: 03.08.2021

Miss.: NIMMALA KAVITHA
D/O Nimmala Parushuramulu
SKD Nagar, Hayath Nagar, R.R
District, Telangana, India-500074

Sub: Letter of Appointment

Dear Miss.: NIMMALA KAVITHA

With reference to the application submitted by you and to the interview you had with us. The company is pleased to offer you appointment as **Officer – Quality Control** for **Sodum Drugs & Pharmaceuticals (P).Ltd** as agreed, your employment is effective from **03 Aug 2021**.

The terms and conditions of your employment are as follows:

REMUNERATION & BENEFITS:

Your monthly emoluments and other benefits will be as follows:

Salary: Rs. 18000 /- CTC per month.

- You will be on probation for a period of six months from the date of joining duty. This period of probation may be extended further by a period of three months at a time, at the sole discretion of the Management, unless your services are confirmed in writing you will be deemed to continue as probationer.
- During the period of your probation you will not be entitled to any kind of leave except leave with wages, as per the Factories Act, 1948.
- At any time during the period of probation or at the end of probation your services may be terminated without any notice and without assigning any reason.

FLAT NO.7, D.NO. 1-2-30, SRI SAI PRIYA RESIDENCY, NEAR BRINDAVAN COLONY, NIZAMPET ROAD,
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Mail : info@sodumdrugs.com, indra@sodumdrugs.com Cell : 9591044330
Principal
Pauls College of Pharm
Turkayamjal, R.R. Dist-501 5

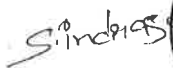


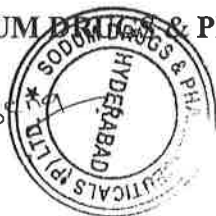
SODUM DRUGS & PHARMACEUTICALS (P) LTD

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- In other words your notice of resignation may be treated by the company as resignation itself and you may be relieved from service.
- You are entitled for leave as per the Factories Act and Rules there under.
- Other than the above terms, your services are governed by the service Rules & Regulations existing and which may be amended from time to time.

Sincerely,

For SODUM DRUGS & PHARMACEUTICALS (P).LTD


Director





21/02/2022

Nikhitha Priscilla
Bn.reddy,hyderabad
Hyderabad
500070

Dear Nikhitha,

Welcome to IQVIA™

On behalf of IQVIA, The Human Data Science Company™, we are pleased to extend an offer of employment for you to join our global team.

By accepting this offer, you will join a diverse team of 55,000+ employees in 100+ countries who share a passion to help clients drive healthcare forward. Discover new paths to success as you share stories of unparalleled data, transformative technology, advanced analytics, and domain expertise coming together to solve complex problems. Join IQVIA and be the catalyst for the future of human science.

Your designation will be {Centralized Monitoring Asst - 110}. You will be based in Bangalore, India (INBGL1, 42.5, Omega) Included is information about our offer of employment for your review, including details about salary, vacation time and health benefits.

Please note that this offer is subject to the outcome of the Background Verification on your candidature. At any point, in the event we find that any supporting documentation and/or information provided in connection with this offer letter is found to be false or misrepresented, the company reserves the right to revoke this offer of employment and terminate the appointment on an immediate basis.

ANNUAL GROSS PAY (AGP) - ₹352,000.00

PROVIDENT FUND - 28800

FIXED COST TO COMPANY (1+2) - 380,800

ANNUAL INCENTIVE PAY TARGET* - 28160

TOTAL COST TO COMPANY (3+4) - 408,960

ANNUAL INCENTIVE PAY TARGET*

Principal
St. Pauls College of Pharmacy
Turkayamjal, R.R. Dist-501 510,



You are eligible to participate in IQVIA's Annual Incentive Plan (AIP) subject to the terms and conditions of the applicable AIP in place at the time of any payout. Your manager will communicate performance parameters at a later date. Your start date must occur on or before September 30 to be eligible to participate in the AIP for the year in which you start, and any payout will be prorated based on your start date. Employees are not guaranteed any payout under the AIP. Any payout or achievement is determined by the Company within its sole discretion and not according to any specific formula or calculation.

Detailed break up of salary will be shared separately.

You will be required to work in shifts as per the company requirements.

Relocation Allowance : You will be given an amount of ₹44,000.00 towards relocation assistance.

Important Guidelines

1. The relocation allowance shall be processed as part of your first payroll cycle and shall be paid after deducting the applicable taxes
2. All the above mentioned relocation amounts incurred will have to be returned in case if you voluntarily leave the company before 12 months from the date of joining.

BENEFITS:

- Gratuity: The eligibility and amount of this benefit is as per the applicable laws.
- Leave Eligibility: All leave entitlements will be pro-rated on an accrual basis in terms of fractions of the calendar year during which you attended the office. The leave entitlements set out above are provided annually (January-December of each calendar year) and are subject to company policy, as it may be from time to time.
- Group Medisclaim: Employee and family members are covered as per prevailing Company Policy.
- Employees are covered under Group Life Insurance & Group Personal Accident Insurance as per prevailing Company Policy.

The next step is to indicate your agreement to these terms by electronically signing this offer. It is important that you accept your offer of employment within 48 hours of receipt. Once accepted the remaining Onboarding documents will become available to you for completion within a further 3 days. Please read and follow the instructions on each of the documents carefully. Failure to complete the tasks may affect the downstream activities of your onboarding process.



We look forward to receiving your acceptance to join our team. We are really excited to welcome you to IQVIA.

Sincerely,

Rashmi Avinash
Director, Talent Acquisition Team

For IQVIA RDS (India) Private Limited

Joining Date: 24-Feb-2022



Registered Office
IQVIA RDS (India) Private Limited
Omega,
Embassy TechSquare,
Kadubeesanahalli CIN: U74140KA2003PTC032950
Marathahalli-Sarjapur Outer Ring Road.
Bangalore-560103
www.iqviam.com

EXECUTIVE EMPLOYMENT AGREEMENT

This Employment Agreement ("Agreement"), dated as of the 24-Feb-2022 is made and entered by {IQVIA RDS (India) Private Limited} (hereinafter "IQVIA" and Nikhitha Priscilla, AGED ({25} (DOB: {28-Nov-1996})), [S-D]/o {T. Vara Prasad} having Aadhar No. {970826352014} (hereinafter the "Executive").

IQVIA desires to employ this Executive as Centralized Monitoring Asst and provide adequate assurances to this Executive and this Executive desire to accept such employment on the terms set forth below.

In consideration of the mutual promises set forth below and other good and valuable consideration, the receipt and sufficiency of which the parties acknowledge, IQVIA and Executive agree as follows:

1. **EMPLOYMENT** IQVIA employs Executive and Executive accepts employment on the terms and conditions set forth in this Agreement.

2. **NATURE OF EMPLOYMENT** This Executive shall serve as a Centralized Monitoring Asst and have such responsibilities and authority as IQVIA may assign from time to time. Additionally, this Executive agrees to perform such other duties consonant with those of an executive at the Executive's level as IQVIA may set from time to time.

2.1 This Executive shall perform all duties and exercise all authority in accordance with, and otherwise comply with, all IQVIA policies, procedures, practices and directions.

2.2 This Executive shall devote all working time, best efforts, knowledge and experience to perform successfully the Executive's duties and advance the Company's and/or its Affiliates' interests. During employment, this Executive shall not engage in any other business activities of any nature whatsoever (including board memberships) for which this Executive receives compensation without the Company's prior written consent; provided, however, this provision does not prohibit this Executive from personally owning and trading in stocks, bonds, securities, real estate, commodities or other investment properties for the Executive's own benefit which do not create actual or potential conflicts of interest with IQVIA and/or its Affiliates. As used in this Agreement, "Affiliates" shall mean: (i) any Company's parent, subsidiary or related entity; and/or (ii) any entity directly or indirectly controlled or beneficially owned in whole or part by IQVIA or Company's parent, subsidiary or related entity.



2.3 This Executive's base of operation shall be Bangalore, India (INBGL1, 42.5, Omega) subject to business travel as may be necessary in the performance of Executive's duties. IQVIA may in its sole discretion reallocate or transfer this Executive to a different location, shift, department or Affiliates at any time during employment.

3. COMPENSATION

3.1 Base Salary. This Executive's annual salary for all services rendered shall be Indian Rs. ₹352,000.00 payable in equal monthly installments (less applicable withholdings) in accordance with the Company's policies, procedures and practices as they may exist from time to time. Executive's salary shall be reviewed in accordance with the Company's policies, procedures and practices as they may exist from time to time.

3.2 Other Benefits. This Executive may participate in all medical and disability insurance, pension, personal leave and other employee benefit plans and programs except Executive may not participate in any severance plans which may be made available from time to time to IQVIA executives at Executive's level; provided, however, that this Executive's participation in benefit plans and programs is subject to the applicable terms, conditions and eligibility requirements of these plans and programs, some of which are within the plan administrator's discretion, as they may exist from time to time.

3.3 Business Expenses. This Executive shall be reimbursed for reasonable and necessary expenses actually incurred by this Executive in performing services under this Agreement in accordance with and subject to the terms and conditions of the applicable IQVIA reimbursement policies, procedures and practices as they may exist from time to time. Expenses covered by this provision include but are not limited to travel, entertainment, professional dues, subscriptions and dues, fees and expenses associated with membership in various professional, and business and civic associations of which Executive's participation is in the Company's best interest.

3.4 Nothing in this Agreement shall require IQVIA to create, continue or refrain from amending, modifying, revising or revoking any of the plans, programs or benefits set forth in Sections 3.2 through 3.3. Any amendments, modifications, revisions and revocations of these plans, programs and benefits shall apply to Executive.

3.5 If, at any time during which the Executive is receiving salary or post-termination payments from the Company, the Executive receives payments on account of mental or physical disability from any source, then the Company, at its discretion, may reduce the Executive's salary or post-termination payments by the amount of such disability payments.

4. TERM OF EMPLOYMENT

4.1 The parties agree that during the first one hundred and eighty (180) days (first and last day, inclusive) of the Executive's employment with IQVIA (the "Probation Period"), either party may terminate this Agreement without Cause (as defined in clause 4.2, below) at any time upon giving the other party thirty (30) days written notice; except:

(a) that IQVIA may by written notification to you extend the said Probation Period by further two (2) months (the "Extended Probation Period"); and



(b) that in the event this Agreement has not been terminated by either party during the Probation Period or the Extended Probation Period (as the case may be); then

(c) for the remainder of the duration of the Executive's employment with IQVIA (i.e. after the Probation Period/ Extended Probation Period), either party may only terminate this Agreement without Cause by providing the other with ninety (90) days written notice.

For the avoidance of doubt the terms applicable to the Probation Period shall be applicable to the Extended Probation Period on a pari pasu basis.

4.2 In addition to termination without cause pursuant to sections 4.1 above, your employment may also be terminated as follows:

(a) IQVIA shall have the right to terminate your employment immediately by written notice for Cause (as defined below), or without notice in the event of your Disability (as defined below), upon attaining Retirement Age (as defined below), Negative Medical Report (as defined below) or death.

As used in this Agreement "Cause" shall mean:

- (i) your performance of your job in an unsatisfactory manner, as determined by the Company;
- (ii) your material breach of any of the terms of this Agreement including but not limited to Sections 2 or 8;
- (iii) your failure to comply with IQVIA policy, procedure, practice or direction by the Company;
- (iv) your misconduct, violation of any law classified as a felony or dishonesty; or
- (v) the Company's dissolution or cessation of business operations.

"Negative Medical Report" as used in this Agreement, means a negative report pursuant to the mandatory annual medical checkups for all IQVIA employees working in laboratories where biomedical waste is handled.

"Disability" as used in this Agreement, means a physical or mental condition that renders you unable to perform the essential functions of your job for a period of one hundred and eighty (180) days or more. Disability shall be determined by a physician satisfactory to the Company.

Subject to the provisions of the foregoing paragraph, for the purposes of this Agreement, you shall be deemed to attain retirement when you attain the age of sixty (60) years (the "Retirement Age").



Without prejudice to the provisions of any agreement and/or arrangement that IQVIA may have with any body-corporate in respect of statutory or other benefits that you may be entitled to, you acknowledge and agree that, the Retirement Age may be varied by IQVIA at its sole discretion (which shall be by way of written notification to you and which may be electronically communicated).

(b) You may terminate your employment upon ninety (90) days written notice in the event IQVIA fails to comply with any material provision of this Agreement; provided, however, IQVIA shall have ninety (90) days from the receipt of such notice to cure any such default. If such default is cured within the initial ninety (90) days period, or if IQVIA takes reasonable steps to cure the default within such period and reasonably expects to cure such default within a reasonable time and in any event within one hundred and twenty (120) days of the original notice of breach, then in either event, you shall have no right to terminate your employment.

4.3 This Agreement shall terminate upon the termination of the employment relationship with the following exceptions: Section 6 (IQVIA Property and Competitive Business Activities), and Section 7 (Release) shall survive the termination of Executive's employment and/or the expiration or termination of this Agreement, regardless of the reasons for such expiration or termination.

5. COMPENSATION AND BENEFITS UPON TERMINATION

5.1 The Company's obligation to compensate the Executive ceases on the effective termination date except as to: (i) amounts due at that time and (ii) any compensation and/or benefits to which the Executive may be entitled to receive pursuant to Sections 5.2, 5.3, 5.4, 5.7 or 5.8.

5.2 If IQVIA terminates Executive's employment pursuant to Sections 4.1 (without cause), then the Company's sole obligation shall be to pay Executive: (i) amounts due on the effective termination date; (ii) Subject to Executive's compliance with Section 6 and subject to Sections 3.5 and 5.6, an amount equal to this Executive then current monthly base salary (less applicable withholdings) for the three (3) month non-competition period set forth in Section 6.2, payable in equal monthly installments.

5.3 If IQVIA terminates this Executive's employment as provided in Section 4.2 or if the Executive terminates employment pursuant to Section 4.1 (without cause), then the Company's sole obligation shall be to pay Executive amounts due on the effective termination date. Executive, except when employment terminates pursuant to Section 4.2 (a) (death), shall comply with Section 6 of this Agreement upon expiration or termination of this Agreement.



5.4 If Executive terminates the employment relationship as a result of the Company's failure to cure its material breach of this Agreement after the Executive has given IQVIA notice of the material breach and 30 days in which to cure the breach (or such longer period as may be reasonably required to cure the breach as long as IQVIA is making good faith efforts to do so), pursuant to Section 4.2(b) of this Agreement, then the Company's sole obligation to Executive in lieu of any other damages or other relief to which the Executive otherwise may be entitled shall be (i) an amount equal to amounts due at the time of the Executive's termination; and (ii) subject to Executive's compliance with Section 6 and subject to Sections 3.5 and 5.5, liquidated damages in an amount equal to the Executive's then current monthly salary (less applicable withholdings) for the three (3) month non-competition period set forth in Section 6.2, payable in equal monthly installments.

5.5 The Company's obligation to provide the payments under Sections 5.2 and 5.4 is conditioned upon Executive's execution of an enforceable release of all claims and the Executive's compliance with Section 6 of this Agreement. If Executive chooses not to execute such a release or fails to comply with Section 6 then the Company's obligation to compensate the Executive's ceases on the effective termination date.

5.6 Executive is not entitled to receive any compensation or benefits upon the Executive's termination except as: (i) set forth in this Agreement; (ii) otherwise required by law. Moreover, the terms and conditions afforded Executive under this Agreement are in lieu of any severance benefits to which the Executive otherwise might be entitled pursuant to any severance plan, policy and practice of IQVIA and or its Affiliates. Nothing in this Agreement, however, is intended to waive or supplant any death, disability, retirement or pension benefits to which the Executive may be entitled under employee benefit plans in which the Executive participates.

5.7 Without prejudice to the provisions of Section 4.1, 4.2 and 5.2, if the Executive terminates his/her employment pursuant to Section 4.1 (without cause), then IQVIA may at its sole option, either require the Executive to: (a) serve the notice period specified in Section 4.1 (whether such notice period is within the Probation Period or at any time thereafter) in whole or part; or (b) may pay the Executive an amount equivalent to the gross salary that would have been owed to the employee for the duration of the aggregate notice period specified in Section 4.1 in lieu of the Executive serving the said notice period.

5.8 It is expressly acknowledged and agreed that the rights of IQVIA set out in Section 5.7 (a) and (b) may be exercised in whole or in part by IQVIA and where IQVIA requires the Executive to only serve a part of his/her notice period pursuant to Section 5.7 (a), then for the remainder of the notice period IQVIA shall pay amounts in lieu of notice on a pro-rated basis.

6. IQVIA PROPERTY AND COMPETITIVE BUSINESS ACTIVITIES



6.1 IQVIA Property. Upon termination of the Executive's employment, Executive shall: (i) deliver to IQVIA all records, memoranda, data, documents and other property of any description which refer or relate in any way to Trade Secrets or Confidential Information, including all copies thereof, which are in the Executive's possession, custody or control; (ii) deliver to IQVIA all IQVIA and/or Affiliates property (including, but not limited to, keys, credit cards, client files, contracts, proposals, work in process, manuals, forms, computer stored work in process and other computer data, research materials, other items of business information concerning any Company and/or Affiliates client, or Company and/or Affiliates business or business methods, including all copies thereof) which is in the Executive's possession, custody or control; (iii) bring all such records, files and other materials up to date before returning them; and (iv) fully cooperate with IQVIA in winding up the Executive's work and transferring that work to other individuals designated by the Company.

6.2 Competitive Business Activities.

(a) Executive will not engage in the following activities:

(1) on Executive's own or another's behalf, whether as an officer, director, stockholder, partner, associate, owner, employee, consultant or otherwise, directly or indirectly:

(i) During the Executive's employment and the three (3) months following the Executive's effective termination date (regardless of the reason for the termination), compete with IQVIA or its Affiliates within the geographical areas set forth in Section 6.2 (b); except that Executive, without violating this provision, may become employed by: (A) any company which is engaged in the integrated development, discovery, manufacture, marketing and sale of pharmaceutical drugs that does not engage in Covered IQVIA Offering; (B) a local, state or federal government; or (C) an academic institution, provided you are not providing services for such institution that competes with IQVIA or its Affiliates.

"Covered IQVIA Offering" means any IQVIA Offering (A) involving without limitation, contract sales, contract research or life-science analytics, (B) with which the Executive was involved in any way, (C) that was offered or supported in any way by the Business Unit of IQVIA for or with which the Executive provided Services, or (D) as to which Executive had access to IQVIA confidential or trade secret information"

(ii) During the Executive's employment and the twelve (12) months following the Executive's effective termination date (regardless of the reason for the termination), within the geographical areas set forth in Section 6.2 (b), solicit or do business which is the same, similar to or otherwise in competition with the business engaged in by IQVIA or its Affiliates, from or with persons or entities: (A) who are customers of IQVIA or its Affiliates; (B) who Executive or someone for whom the Executive was responsible solicited, negotiated, contracted or serviced on the Company's or its Affiliates' behalf; or (C) who were customers of IQVIA or its Affiliates at any time during the last year of Executive's employment with the Company;

(iii) During the Executive's employment and the six (6) months following the Executive's effective termination date (regardless of the reason for the termination), offer employment to or otherwise solicit for employment any employee or other person who had been employed by IQVIA or its Affiliates during the last year of Executive's employment with the Company; or



(2) directly or indirectly take any action which is materially detrimental or otherwise intended to be adverse to the Company's and/or Affiliates' goodwill, name, business relations, prospects and operations.

(b) The restrictions set forth in Section 6.2 apply to the following geographical areas; (i) within a 60-mile radius of IQVIA and/or its Affiliates where the Executive had an office during the Executive's employment with IQVIA and/or its Affiliates; (ii) any city, metropolitan area, state in which Executive's services were provided, or for which Executive had responsibility, or in which Executive worked on IQVIA and/or Affiliates' projects, while employed by IQVIA; and (iii) any city, metropolitan area, state in which IQVIA or its Affiliates is located or does or, during Executive's employment with Company, did business.

(c) Notwithstanding the foregoing, Executive's ownership, directly or indirectly, of not more than one percent of the issued and outstanding stock of a corporation the shares of which are regularly traded on a national securities exchange or in the over-the-counter market shall not violate Section 6.2.

6.3 Remedies. Executive acknowledges that the Executive's failure to abide by IQVIA Property or Competitive Business Activities provisions of this Agreement would cause irreparable harm to IQVIA and/or its Affiliates for which legal remedies would be inadequate. Therefore, in addition to any legal or other relief to which IQVIA and/or its Affiliates may be entitled by virtue of Executive's failure to abide by these provisions: (i) IQVIA will be released of its obligations under this Agreement to make any post-termination payments, including but not limited to those otherwise available pursuant to Sections 5.2 or 5.4; (ii) IQVIA may seek legal and equitable relief, including but not limited to preliminary and permanent injunctive relief, for Executive's actual or threatened failure to abide by these provisions; (iii) Executive will return all post-termination payments received pursuant to this Agreement, including but not limited to those received pursuant to Sections 5.2 or 5.4; (iv) Executive will indemnify IQVIA and/or its Affiliates for all expenses including attorneys' fees in seeking to enforce these provisions; and (v) if, as a result of Executive's failure to abide by IQVIA Property or Competitive Business Activities provisions, any commission or fee becomes payable to Executive or to any person, corporation or other entity with which Executive has become employed or otherwise associated, Executive shall pay IQVIA or cause the person, corporation or other entity with whom the Executive has become employed or otherwise associated to pay IQVIA an amount equal to such commission or fee. If IQVIA exercises its right to discontinue payments under this provision and/or Executive returns all post-termination payments received pursuant to this Agreement, Executive shall remain obligated to abide by IQVIA Property and Competitive Business Activities provisions set forth in this Agreement.

6.4 Tolling. The three (3) month period under Section 6.2 shall be tolled during any period in which Executive fails to abide by these provisions.

6.5 Other Agreements. Nothing in this Agreement shall terminate, revoke or diminish Executive's obligations or the Company's and/or its Affiliates' rights and remedies under law or any agreements relating to trade secrets, confidential information, non-competition and intellectual property which Executive has executed in the past or may execute in the future or contemporaneously with this Agreement.



7. **RELEASE** Executive acknowledges that: (i) as a part of the Executive's services, the Executive may provide the Executive's image, likeness, voice or other characteristics; and (ii) IQVIA may use the Executive's image, likeness, voice or other characteristics and expressly releases the Company, its Affiliates and its and/or their agents, employees, licensees and assigns from and against any and all claims which the Executive has or may have for invasion of privacy, right of privacy, defamation, copyright infringement or any other causes of action arising out of the use, adaptation, reproduction, distribution, broadcast or exhibition of such characteristics.

8. **EMPLOYEE REPRESENTATIONS**

(a) Executive represents and warrants that the Executive's employment and obligations under this Agreement will not (i) breach any duty or obligation the Executive owes to another or (ii) violate any law, recognized ethics standard or recognized business custom.

(b) Executive hereby expressly agree that he/she shall not either directly or indirectly commit or cause to commit any cybercrime. Cybercrime as mentioned herein means any isolated or concerted act done anywhere by which the originator of such act or associates:

- (i) Gain unauthorized access to the computer system or computer network; or
- (ii) Download, copy or extract any information or data from such system; or
- (iii) Introduce any harmful code; or
- (iv) Cause any damage to the system or network; or
- (v) Cause the non-functioning or malfunctioning of any system or network; or
- (vi) Cause denial of access to any authorized person to the system or network; or
- (vii) Contravene any provision of the Information Technology Act, 2000 and the rules and regulation made there under; or
- (viii) Tamper or manipulate any system or network with the object of operating the account of another person; or
- (ix) Alter or delete any information residing in a computer resource or diminishes the value or utility of the function of the computer system or network through any means; or
- (x) Do anything which has the effect of adversely affecting the performance of a computer network or services.

(c) As a condition of employment, Executive hereby accepts the following non-disclosure requirements:

(i) Except as reasonably required in the performance of his/her duties, Executive shall not at any time during or after his/her employment has been terminated, disclose or reveal to any person or otherwise make use of Confidential Information including any personal information, trade secrets, secret or confidential operations, processes or dealings or any information concerning the Company, its clients or its' clients' customers, or the business, finances, transactions or affairs of the Company.

(ii) Regarding these non-disclosure obligations, Executive fully acknowledge and consent to the Company's ability to monitor and review his/her activities while in employment to the maximum extent permitted by law.

(iii) Executive further agrees to take all reasonable action to prevent unauthorized use or disclosure of any Confidential Information, including any personal information that he/she may view or access during employment.



Confidential Information shall mean without limitation, any information that is not publicly known and relates to business affairs, proprietary products, technology, research, development and trade secrets of IQVIA and its Affiliates and other entities with which IQVIA conducts business and/or are stakeholders in such business.

(d) IQVIA confidential information shall include, but not limited to:

- (i) IQVIA data and databases.
- (ii) Statistical methodologies, computer software and documentation.
- (iii) Information about employees (including compensation, benefits and performance reviews).
- (iv) Lists of customers and prospective customers.
- (v) Business plans, including marketing plans, research and development plans, sales plans and strategic plans.
- (vi) Methods of doing business and business processes.
- (vii) Financial information relating to the performance of the Company.
- (viii) Internal policies accessible only to employees during employment.
- (ix) Other information that is not generally known, and that relates to IQVIA.

(e) Confidential Information of others may include:

- (i) Information shared by a customer about its business that is not generally known to public (for example, drugs in research & development, potential drug licensing transactions between pharmaceutical companies, direct sales data, sales territory alignments, report parameters selected by the customer, business plans, etc.).
- (ii) Information shared by a data supplier about its business that is not generally known to public (for example, computer system specifications, unprocessed supplier data, business plans, etc.)
- (iii) Information shared by another company to help IQVIA evaluate whether to enter into a business relationship with that company.

(f) Confidential Information also includes any individually identifiable information about any individual, whether an IQVIA employee, business contact, customer, client or customer or employee of any Company's client. This information may not be used or disclosed by Executive for any purpose except to perform the specific functions or responsibilities assigned to Executive during employment.

(g) Executive shall indemnify IQVIA (including its directors, employees and agents) from and against any and all loss and damage or liability suffered and legal fees and all costs incurred by IQVIA resulting from or related to a breach of any of Executive's obligations and/or representations contained herein for any reason whatsoever.



(h) Executive agrees that he/she shall promptly make full written disclosure to IQVIA, will hold in trust for the sole right and benefit of IQVIA, and hereby assign to IQVIA, or its designee, all of his/her right, title and interest throughout the world in and to any and all IQVIA Inventions. IQVIA inventions ("IQVIA Inventions") shall mean all inventions that Executive may solely or jointly author, discover, develop, conceive, or reduce to practice during the period of employment with IQVIA and all data created or developed by Employee or provided by IQVIA or third parties during his/her employment, wherever located whether electronically or in hard copy, in a computer, mobile device, cloud storage or otherwise ("Data"). Executive further acknowledge that all IQVIA Inventions made by Executive (solely or jointly with others) within the scope of and during the period of the employment, including without limitation the Data, are "works made for hire" (to the greatest extent permitted by applicable law) and are compensated by Executive's salary. Executive hereby waives and irrevocably quits, claims to IQVIA or its designee all claims, of any nature whatsoever, that he/she now have or may hereafter have in respect of any and all IQVIA Inventions, including without limitation claims for infringement thereof. Further Employee hereby irrevocably waive all his/her rights and claims in respect of the Data and any rights to injunctive relief against IQVIA from either accessing such data at any time or prohibiting IQVIA from utilizing IQVIA Inventions or Data in any manner it deems fit in perpetuity.

(i) Executive acknowledge and agree that covenants and obligations with respect to matters set forth in this Section 8 relate to special, unique and extraordinary matters and that a violation of any of the terms of such covenants and obligations will cause IQVIA irreparable injury and IQVIA may seek legal and equitable relief, including but not limited to preliminary and permanent injunctive relief, for Executive's actual or threatened failure to abide by these provisions. These injunctive remedies are cumulative and are in addition to any other rights and remedies that IQVIA may have at law or in equity.

9. NOTICES All notices, requests, demands and other communications required or permitted to be given in writing pursuant to this Agreement shall be deemed given and received: (a) upon delivery if delivered personally; (b) on the fifth (5th) day after being deposited with the Indian Postal Service if mailed by first class mail, postage prepaid, registered or certified with return receipt requested, at the addresses set forth below; (c) on the next day after being deposited with a reliable overnight delivery service; or (d) upon receipt of an answer back confirmation, if transmitted by telefax, addressed to the below indicated telefax number. Notice given in another manner shall be effective only when received by the addressee. For purposes of notice, the addresses and telefax number (if any) of the parties shall be as follows:

If to the Executive, to: Executive's Residential Address

Nikhitha Priscilla
Bn.reddy,hyderabad
Hyderabad
India
500070

If to the Company, to:



IQVIA
OFFICE OF GENERAL COUNSEL,
Omega Embassy TechSquare
Marathahalli- Sarjapur Outer Ring Road
Kadubeesanahalli
Bangalore 560103
Office: + 91 80 3769 0000/0100
Attn: Legal Department

provided that:

(a) each party shall have the right to change its address for notice, and the person who is to receive notice, by the giving of fifteen (15) days' prior written notice to the other party in the manner set forth above; and

(b) notices shall be effective if given to the other party in the manner set forth above regardless of whether a copy was received by the additional addressee specified above.

10. **WAIVER OF BREACH** The Company's or Executive's waiver of any breach of a provision of this Agreement shall not waive any subsequent breach by the other party.

11. **ENTIRE AGREEMENT** Except as expressly provided in this Agreement, this Agreement: (i) supersedes all other understandings and agreements, oral or written, between the parties with respect to the subject matter of this Agreement; and (ii) constitutes the sole agreement between the parties with respect to this subject matter. Each party acknowledges that: (i) no representations, inducements, promises or agreements, oral or written, have been made by any party or by anyone acting on behalf of any party, which are not embodied in this Agreement; and (ii) no agreement, statement or promise not contained in this Agreement shall be valid. No change or modification of this Agreement shall be valid or binding upon the parties unless such change or modification is in writing and is signed by the parties.

12. **SEVERABILITY** If a court of competent jurisdiction holds that any provision or sub-part thereof contained in this Agreement is invalid, illegal or unenforceable, that invalidity, illegality or unenforceability shall not affect any other provision in this Agreement. Additionally, if any of the provisions, clauses or phrases in the Trade Secrets, Confidential Information or Competitive Business Activities provisions set forth in this Agreement are held unenforceable by a court of competent jurisdiction, then the parties desire that they be "blue-penciled" or rewritten by the court to the extent necessary to render them enforceable.

13. **PARTIES BOUND** The terms, provisions, covenants and agreements contained in this Agreement shall apply to, be binding upon and inure to the benefit of the Company's successors and assigns. The Company, at its discretion, may assign this Agreement to Affiliates. Because this Agreement is personal to Executive, Executive may not assign this Agreement.

14. **GOVERNING LAW** This Agreement and the employment relationship created by it shall be governed by laws of the Republic of India. The parties hereby consent to jurisdiction in Bangalore for any litigation relating to this Agreement and agree that any litigation by or involving them relating to this Agreement shall be conducted in the courts of Bangalore.



IN WITNESS WHEREOF, the parties have entered into this Agreement on the day, month and year first written above.

For and on behalf of
IQVIA RDS (India) Private Limited

Rashmi Avinash
Director, Talent Acquisition Team



Offer Letter

20th Oct 2021

Dear Ms. Harshika Vanga,
harshikavanga98@gmail.com

3analytics India Private Limited (the "Company"), is pleased to offer you employment on the terms described below.

- Position:** You will start in a full-time position as **Pharmacovigilance Data Analyst** on **25th Oct 2021**, reporting to **Mr. Dharani Munirathinam, Co-founder**. By signing this letter (the "Agreement"), you confirm with the Company that you are under no contractual or other legal obligations that would prohibit you from performing your duties with the Company.
- Compensation:** You will be paid a starting salary of **2,50,000/- INR per year**, on a cost to company basis, subject to deductions for income tax and other statutory deductions required by applicable law, payable on the Company's regular payroll dates, which are in arrears. Your salary is payable in Indian Rupees and comprises break up as below. You will be eligible to earn an annualized bonus of up to **10% of your CTC** (25,000 INR), subject to applicable withholdings. The bonus year is based on 3analytics' fiscal year. This bonus will be awarded on the successful delivery of your responsibilities, to the satisfaction of the management.

Sl.No	Pay Component	Annual	Monthly
1	Basic Salary	112,500	9,375
2	House Rent Allowance	45,000	3,750
3	Leave Travel Allowance	16,875	1,406
4	Special Allowance	75,625	6,302
Total Cost To Company		250,000	20,833

- Withholding and Deductions:** All forms of compensation referred to in this letter or otherwise paid to you in relation to your employment by the Company are subject to applicable withholding and payroll taxes. In addition, to the extent permitted by applicable law, the Company may deduct from your compensation or other payments due to you any money that you owe to the Company.
- Place of and Hours of Work:** Work From Home (currently and later designated office location). Your work schedule will be set by your manager in accordance with applicable law and may change from time to time based on business needs. Notwithstanding the foregoing, you will be expected to be flexible in your work schedule.
- Pre-Employment Conditions:**
 - Work Permit:** As required by law, your employment with the Company is contingent upon your providing legal proof of your identity and authorization to work in India, in addition to any other documents that the Company may reasonably require to ascertain your employability. Such documentation must be provided to



us prior to or on your Start Date, or this offer will be rescinded or any employment relationship with you may be terminated without notice.

b. **Background Check:** Your offer is also contingent on successful background checks regarding criminal records, education and employment verification, and in some cases credit history. A Human Resources representative will contact you regarding the background check procedure. By signing this Agreement, you hereby agree to authorize such a verification and background check and agree to sign any and all documents necessary to enable the Company to conduct this verification and background check, and you warrant that all information provided by you is true and correct to the best of your knowledge, and you expressly release the Company from any claim or cause of action arising out of the Company's verification of such information.

6. **Confidential Information and Invention Assignment Agreement:** Like all Company employees, you will be required, as a condition of your employment with the Company, to sign the Company's standard Confidential Information and Invention Assignment Agreement.
7. **Employment Relationship:** Employment with the Company is for no specific period of time subject to work performance and review. Your job duties, title, compensation and benefits, as well as the Company's personnel policies and procedures, may change from time to time at the discretion of the Company, subject to applicable law.
8. **Termination:** You are required to give a minimum of 90 days' written prior notice if you choose to resign. The Company shall be entitled at its absolute discretion to terminate your employment at any time by giving thirty days' notice (or pay in lieu). The Company may terminate your employment without notice (or pay in lieu) if the Company has just cause under applicable law; the Company may also suspend you pending the outcome of a disciplinary investigation. All benefits will cease upon termination of employment, subject to applicable law.
9. **General Obligations and Outside Activities:** As an employee, you will be expected to adhere to the Company's standards of professionalism, loyalty, integrity, honesty, reliability and respect for all. You will also be expected to comply with the Company's policies and procedures. While you render services to the Company, you agree that you will not engage in any other employment, consulting or other business activity without the written consent of the Company. In addition, while you render services to the company, you will not assist any person or entity in competing with the Company, in preparing to compete with the Company or in hiring any employees or consultants of the Company. Your execution of this letter constitutes your agreement to be bound by all the policies of the Company as are in force on the date of commencement of your employment, including any amendments or additions thereto from time to time. You acknowledge that the breach of Company policies is likely to be regarded as gross misconduct and such breach may result in immediate termination of your employment.
10. **Data Privacy and Monitoring:** In the context of your employment it is necessary for the Company to collect, use, and store certain personal information about you for administrative, management, compliance, and other purposes. Such personal data may also be transferred to others in the Company, Group Company, and/or third parties located outside of India, including in the United States. In addition, any use by you of Group Company communications systems and equipment, including email and computers must be in accordance with any policies that the Company or Group Company may issue from time to time, must be work-related, and may be subject to monitoring and recording. The collection, use, storage, and transfer of

3Analytics

your personal data and the monitoring of your use of Group Company communications systems are described in more detail in the Data Privacy Notice included herein as Attachment A. If there is any part of the Data Privacy Notice that you do not understand or do not wish to agree to, please discuss it with the Company's HR before signing. Furthermore, to the extent that you may have access to the personal data of others (within or outside Group Company) in the course of your employment with the Company, you also agree that you will strictly comply with all applicable data protection laws, regulations and guidelines and any policies issued by the Company or Group Company from time to time relating to data protection and privacy, and you acknowledge that the breach of any such rules is likely to be regarded as gross misconduct.

11. Miscellaneous:

- a. **Group Company:** The term "Group Company" in this Agreement shall refer to the Company and/or any of its current or future parent companies, subsidiaries, affiliates, successors or assigns.
- b. **Communications:** To the extent this Agreement or any related documentation has been provided to you in a language other than English, the English language version will govern in case of any ambiguities or inconsistencies, subject to applicable law. The Company may also deliver any documents related to your employment and request your consent to such documents by electronic means. You hereby consent to receive such documents by electronic delivery and, if applicable, to execute such documents via electronic signatures, click-through acceptance of terms, or other online system as may be established and maintained by the Company.
- c. **Severability:** The provisions of this Agreement are severable, and if any one or more of the provisions are determined to be illegal or otherwise unenforceable, in whole or in part, it shall nevertheless be enforced to the fullest extent allowed by law, and the remaining provisions shall not be affected.
- d. **Governing Law and Forum:** This Agreement will be governed by the laws of India, without giving effect to any conflict of laws principles, and any dispute that cannot be resolved by the parties shall be submitted to the exclusive jurisdiction of the courts of Bangalore alone.
- e. **Entire Agreement:** This letter supersedes and replaces any prior understandings or agreements, whether oral, written or implied, between you and the Company regarding the matters described in this letter.
- f. **Company Property:** You may not, except in the proper performance of your duties or with the Company's permission: (a) remove any property belonging to the Company or any Group Company or relating to their affairs from their premises; or (b) make any copies or summaries of any documents or data relating to the Company, any Group Company, their advertisements, users or their respective affairs.

Upon the Company's request at any time and, in any event, on the termination of your employment: (a) you will immediately deliver up to the Company all property in your possession or control which belongs to the Company or any Group Company or relates to their business affairs, and which includes any plans, keys, mobile telephone, security passes, credit cards, customer lists, price lists, equipment, documents, records, papers, computer disks, tapes, computer hardware, memory, medium or devices (together with all copies of the same); and (b) if you have any information relating to the Company, any Group Company, their users or advertisements or work you have carried out for the Company or any Group Company which is stored on a device or medium (which for the purpose of this Agreement includes any personal computer, web-server, personal digital assistant, mobile telephone, memory, disk or any other storage medium) which does not belong to the Company, this must be disclosed to the Company and the Company shall be entitled to download the information and/or supervise its deletion from the device or medium concerned. You will, at the Company's request, furnish the Company with a written statement confirming that you have complied with your



obligations under this clause. Notwithstanding the foregoing, your employment is also subject to the following terms:

If you wish to accept this offer, please sign and date both the enclosed duplicate original of this letter and the enclosed Confidential Information and Invention Assignment Agreement and return them to me. This offer, if not accepted, will expire at the close of business on **24th Oct 2021**.

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

Sincerely,
Sushil Jha
Chief Executive Officer
3analytics India Private Limited

I have read and accept this employment offer:

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

Name : Harshika

Vanga

Dated: 22-10-2021



APPOINTMENT LETTER

DATE: 1st September 2021

Ms. Aisha Siddiqua,
H.NO. 15-152 Sai Nagar, Achampet,
Mahaboobnagar, Telangana

Dear Ms. Aisha Siddiqua,

With reference to your application and the subsequent interview you had with us, we are pleased to offer you the position at Pharma Springs Publication, on the following terms and conditions:

1) Placement:

- a) You will be designated as EDITORIAL ASSISTANT
- b) You will be working at Pharma Springs Publication

2) Joining: Your appointment will take effect from the date of your joining which is: 1st September 2021

3) Salary Structure: You will be paid an annual CTC of Rs.2,40,000/- PA (Rs. Two Lakh Forty Thousand only). The Salary will be bifurcated into the various components will be paid monthly with effect from your date of joining. Statutory deductions like PF, ESI, Professional Tax, IT etc as per company policy & regulation in force and it will be with in annual CTC/

4) Probation:

- a. You will be on probation for a period of 6 months from the date of joining the service of Pharma Springs Publication.
- b. The period of probation may be extended or curtailed at the sole discretion of the Management depending upon your performance and conduct.
- c. Unless confirmed in writing, you will be deemed to be a probationer after expiry of the initial or extended period of probation.
- d. Accordingly, your services may be regularized after the probation period is satisfactorily completed.

Principal

St. Pauls College of Pharmacy
Turkayamjal, R.R. Dist-501 510.

- e. During the probation period in case of unsatisfactory performance or breach of trust or misconduct the management reserve right to terminate your services of probationer at any time without notice or salary in lieu of notice period.
- 5) **Documents:** You are advised to submit copies of certificates in support of your age, educational qualification, experience, salary drawn and relieving letters from previous employers if any, and other related details.
- 6) **Notice of Separation:**
- In case you intend to resign from the service of Pharma Springs Publication or the Management decides to terminate your service, 30 days notice period is to be served.
 - In lieu of notice period, equivalent 30 days salary shall be payable by either side.
 - However, in case of termination of your service by the Management for Unsatisfactory work performance, behavior, inefficiency, breach of trust, or for reasons of Misconduct or unauthorized absence etc., no notice or salary in lieu thereof is payable.
- 7) **Rules, regulations & leave:** You will be eligible for leaves as per company leave policy, You will be governed by Company rules, regulations, procedures, practices and the policies in vogue from time to time in matters not provided herein.
- 8) **Transfer:** Your place of present posting is Pharma Springs Publication Nellore Andhra Pradesh. However, you are liable to be transferred to any other place in India depending upon exigencies of work. You are liable to be transferred from one department to another or to any affiliated organization, depending upon the exigencies of work.
- 9) **Safe Custody & return of assets:** You will be required to hand over all articles in good conditions that were given to you either for your use/care/custody at the time of your severance from the services of Pharma Springs Publication and obtain "no due certificate". Final settlement of your accounts will be made only on your handing over the same to the designated representative of the company. You shall not bring in or take out any material/things from the company premises without prior permission of the Management.
- 10) **Superannuation:** You will retire from the services of the company on attaining the age of 58 years or otherwise as decided by the management/ company or unless you are disqualified due to continued physical as well as mental ill health.
- 11) **Confidentiality:** By accepting this letter of offer, you acknowledge and agree that you will not during the course of your employment or thereafter, except with the consent of the employer, as required by law or in the performance of your duties, use or disclose confidential information relating to the business of the employer, including but not limited to client lists. You are required to sign an additional confidentiality/service agreement as per Annexure II.

- 12) **Unauthorized Absence:** If you remain unauthorized absent from duty for more than 10 days continuously, you shall be deemed as having abandoned duty on your own and loose lien on your post in this organization.
- 13) **Medical Fitness:** Your continuation in the employment is subject to your being found and remaining medically fit. The management shall have the right to get you medically examined or re-examined at any time by our registered medical practitioner of our hospital, whose finding will be final and binding.
- 14) **Acceptance:** If the above terms and conditions are acceptable to you, then the duplicated copy of this letter of appointment duly signed in token acceptance send to the company.

For Pharma Springs Publication



Authorized Signatory

Pharma Springs Publication
26-03-2237, Chandramouli Nagar
Vedayapalem, Nellore-524 004.
Cell : 8304675010



APPOINTMENT LETTER

DATE: 1st September 2021

Ms. P Sruthi
20-62/1 Adharshnagar, Parkal,
Warangal.Telangana

Dear Ms. P Sruthi,

With reference to your application and the subsequent interview you had with us, we are pleased to offer you the position at Pharma Springs Publication, on the following terms and conditions:

1) Placement:

- a) You will be designated as *Editorial Assistant*
- b) You will be working at Pharma Springs Publication

2) Joining: Your appointment will take effect from the date of your joining which is: 1st September 2021

3) Salary Structure: You will be paid an annual CTC of Rs.2,40,000/- PA(Rs. Two Lakh Forty Thousand only). The Salary will be bifurcated into the various components will be paid monthly with effect from your date of joining. Statutory deductions like PF,ESI, Professional Tax, IT etc as per company policy & regulation in force and it will be with be with in annual CTC/

4) Probation:

- a. You will be on probation for a period of 6 months from the date of joining the service of Pharma Springs Publication.
- b. The period of probation may be extended or curtailed at the sole discretion of the Management depending upon your performance and conduct.
- c. Unless confirmed in writing, you will be deemed to be a probationer after expiry of the initial or extended period of probation.
- d. Accordingly, your services may be regularized after the probation period is satisfactorily completed.

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Turkayamjal, R.R. Dist-501 510.

- e. During the probation period in case of unsatisfactory performance or breach of trust or misconduct the management reserve right to terminate your services of probationer at any time without notice or salary in lieu of notice period.
- 5) **Documents:** You are advised to submit copies of certificates in support of your age, educational qualification, experience, salary drawn and relieving letters from previous employers if any, and other related details.
- 6) **Notice of Separation:**
- In case you intend to resign from the service of Pharma Springs Publication or the Management decides to terminate your service, 30days notice period is to be served.
 - In lieu of notice period, equivalent 30 days salary shall be payable by either side.
 - However, in case of termination of your service by the Management for Unsatisfactory work performance, behavior , inefficiency, breach of trust, or for reasons of Misconduct or unauthorized absence etc., no notice or salary in lieu thereof is payable.
- 7) **Rules, regulations & leave:** You will be eligible for leaves as per company leave policy, You will be governed by Company rules, regulations, procedures, practices and the policies in vogue from time to time in matters not provided herein.
- 8) **Transfer:** Your place of present posting is Pharma Springs Publication Nellore Andhra Pradesh. However, you are liable to be transferred to any other place in India depending upon exigencies of work. You are liable to be transferred from one department to another or to any affiliated organization, depending upon the exigencies of work.
- 9) **Safe Custody & return of assets:** U will be required to hand over all articles in good conditions that were given to you either for your use/care/custody at the time of your severance from the services of Pharma Springs Publication and obtain "no due certificate". Final settlement of your accounts will be made only on your handing over the same to the designated representative of the company. You shall not bring in or take out any material/things from the company premises without prior permission of the Management.
- 10) **Superannuation:** You will retire from the services of the company on attaining the age of 58year or otherwise as decided by the management/ company or unless you are disqualified due to continued physical as well as mental ill health.
- 11) **Confidentiality:** By accepting this letter of offer, you acknowledge and agree that you will not during the course of your employment or thereafter, except with the consent of the employer, as required by law or in the performance of your duties, use or disclose confidential information relating to the business of the employer, including but not limited to client lists. You are required to sign an additional confidentiality/service agreement as per Annexure II.

- 12) **Unauthorized Absence:** If you remain unauthorized absent from duty for more than 10 days continuously, you shall be deemed as having abandoned duty on your own and loose lien on your post in this organization.
- 13) **Medical Fitness:** Your continuation in the employment is subject to your being found and remaining medically fit. The management shall have the right to get you medically examined or re-examined at any time by our registered medical practitioner of our hospital, whose finding will be final and binding.
- 14) **Acceptance:** If the above terms and conditions are acceptable to you, then the duplicated copy of this letter of appointment duly signed in token acceptance send to the company.

For Pharma Springs Publication


Authorized Signatory

Pharma Springs Publication
26-03-2237, Chandramouli Nagar
Vedayapalem, Nellore-524 004.
Cell : 6304675010



APPOINTMENT LETTER

DATE: 1st September 2021

Ms. Nashra Tabbssum
16-3-549/C, Chanchal Guda,
Hyderabad, Telangana.

Dear Ms. Nashra Tabbssum,

With reference to your application and the subsequent interview you had with us, we are pleased to offer you the position at Pharma Springs Publication, on the following terms and conditions:

1) Placement:

- a) You will be designated as EDITORIAL ASSISTANT
- b) You will be working at Pharma Springs Publication

2) Joining: Your appointment will take effect from the date of your joining which is: 1st September 2021

3) Salary Structure: You will be paid an annual CTC of Rs.2,40,000/- PA (Rs. Two Lakh Forty Thousand only). The Salary will be bifurcated into the various components will be paid monthly with effect from your date of joining. Statutory deductions like PF, ESI, Professional Tax, IT etc as per company policy & regulation in force and it will be within annual CTC/

4) Probation:

- a. You will be on probation for a period of 6 months from the date of joining the service of Pharma Springs Publication.
- b. The period of probation may be extended or curtailed at the sole discretion of the Management depending upon your performance and conduct.
- c. Unless confirmed in writing, you will be deemed to be a probationer after expiry of the initial or extended period of probation.

Principal
St. Pauls College of Pharmacy
Turkayamjal, R.R. Dist-501 510.

- d. Accordingly, your services may be regularized after the probation period is satisfactorily completed.
 - e. During the probation period in case of unsatisfactory performance or breach of trust or misconduct the management reserve right to terminate your services of probationer at any time without notice or salary in lieu of notice period.
- 5) **Documents:** You are advised to submit copies of certificates in support of your age, educational qualification, experience, salary drawn and relieving letters from previous employers if any, and other related details.
- 6) **Notice of Separation:**
- a. In case you intend to resign from the service of Pharma Springs Publication or the Management decides to terminate your service, 30days notice period is to be served.
 - b. In lieu of notice period, equivalent 30 days salary shall be payable by either side.
 - c. However, in case of termination of your service by the Management for Unsatisfactory work performance, behavior , inefficiency, breach of trust, or for reasons of Misconduct or unauthorized absence etc., no notice or salary in lieu thereof is payable.
- 7) **Rules, regulations & leave:** You will be eligible for leaves as per company leave policy, You will be governed by Company rules, regulations, procedures, practices and the policies in vogue from time to time in matters not provided herein.
- 8) **Transfer:** Your place of present posting is Pharma Springs Publication Nellore Andhra Pradesh. However, you are liable to be transferred to any other place in India depending upon exigencies of work. You are liable to be transferred from one department to another or to any affiliated organization, depending upon the exigencies of work.
- 9) **Safe Custody & return of assets:** U will be required to hand over all articles in good conditions that were given to you either for your use/care/custody at the time of your severance from the services of Pharma Springs Publication and obtain "no due certificate". Final settlement of your accounts will be made only on your handing over the same to the designated representative of the company. You shall not bring in or take out any material/things from the company premises without prior permission of the Management.
- 10) **Superannuation:** You will retire from the services of the company on attaining the age of 58year or otherwise as decided by the management/ company or unless you are disqualified due to continued physical as well as mental ill health.
- 11) **Confidentiality:** By accepting this letter of offer, you acknowledge and agree that you will not during the course of your employment or thereafter, except with the consent of the employer, as required by law or in the performance of your duties, use or disclose confidential information relating to the business of the employer, including but not limited to client lists. You are require to sign an additional confidentiality/service agreement as per Annexure II.

- 12) **Unauthorized Absence:** If you remain unauthorized absent from duty for more than 10 days continuously, you shall be deemed as having abandoned duty on your own and loose lien on your post in this organization.
- 13) **Medical Fitness:** Your continuation in the employment is subject to your being found and remaining medically fit. The management shall have the right to get you medically examined or re-examined at any time by our registered medical practitioner of our hospital, whose finding will be final and binding.
- 14) **Acceptance:** If the above terms and conditions are acceptable to you, then the duplicated copy of this letter of appointment duly signed in token acceptance send to the company.

For Pharma Springs Publication



Authorized Signatory

Pharma Springs Publication
26-03-2237, Chandramouli Nagar
Vedayapalem, Nellore-524 004.
Cell : 6304675010



4th November 2021

Dear Nadiya Tabassum

It is our pleasure to offer you a position of Clinical Content Developer at Avenida. It has been a pleasure interacting with you over the past few weeks. We are very impressed with your passion.

We are confident that as a Clinical Content Developer you will make significant contribution in Avenida's mission of pursuing better solutions for healthcare and education.

Should you have any questions, please let us know.

We look forward to working with you!

Dr. Karthik Rakam

Co-founder and CEO

Principal
St. Pauls College of Pharmacy
Markayamjal, R.R. Dist-501 51Q,

Offices in Hyderabad, Chandigarh, California-USA

Phone: +91-7569692853 | **Email:** info@avenidapro.com | **Website:** www.avenidapro.com



4th November 2021

Dear Kandukuri Krishnaveni

It is our pleasure to offer you a position of Clinical Content Developer at Avenida. It has been a pleasure interacting with you over the past few weeks. We are very impressed with your passion.

We are confident that as a Clinical Content Developer you will make significant contribution in Avenida's mission of pursuing better solutions for healthcare and education.

Should you have any questions, please let us know.

We look forward to working with you!

Dr. Karthik Rakam

Co-founder and CEO

Principal
St. Pauls College of Pharmacy
Turkayamjal, R.R. Dist-501 510.

Offices in Hyderabad, Chandigarh, California-USA

Phone: +91-7569692853 | **Email:** info@avenidapro.com | **Website:** www.avenidapro.com



4th November 2021

Dear Nukala Anusha

It is our pleasure to offer you a position of Clinical Content Developer at Avenida. It has been a pleasure interacting with you over the past few weeks. We are very impressed with your passion.

We are confident that as a Clinical Content Developer you will make significant contribution in Avenida's mission of pursuing better solutions for healthcare and education.

Should you have any questions, please let us know.

We look forward to working with you!

Dr. Karthik Rakam

Co-founder and CEO

Principal
St. Pauls College of Pharmacy
Turkayamjal, R.R. Dist-501 510.

Offices in Hyderabad, Chandigarh, California-USA

Phone: +91-7569692853 | **Email:** info@avenidapro.com | **Website:** www.avenidapro.com



Mrs P Naga Haritha <harithasunilp@stpaulscollege.ac.in>

Fwd: Offer Letter Nomaan Nahdi

1 message

PB 02 Nahdi Nomaan <nahdinomaan@gmail.com>

To: harithasunilp@stpaulscollege.ac.in

Mon, Aug 2, 2021 at 7:17 PM

Dear Mr. Nahdi Nomaan

With reference to your application and subsequent discussions had with you, we are pleased to offer you as Project Associate at PRAKARA, a Unit of BVR Educational Institutions, Hyderabad.

As discussed, you will be paid as per initially for a period of three(3) months, It will be revised based on your performance during 3 months. Any statutory applicable deductions will be as per policy.

We take this opportunity to extend to you, a warm welcome to our organization and look forward to a mutually rewarding and enriching association.

You are requested to join by 26th Jul 2021, however, please reply your acceptance and confirmation in return mail within 24 hours.

Further you are requested to send all soft copies of Educational qualifications, Experience, Adhar card, PAN card, Bank details and a photo.

For BVR Educational Institutions.

Venkatrathnam
Authorized Signatory
9705506622

Principal
St. Pauls College of Pharmacy
Turkayamjal, R.R. Dist-501 510.

BVR Educational Institutions

8-2-502/1/A, JIVI Towers, Rd No.7,, Banjara Hills, Hyderabad,
telengana - 500034

Payslip for the Month of October, 2021

Name:	YASMEEN BEGUM	Employee ID:	101084
Designation:	Project Associate	Bank Name:	
Department:	PRAKARA	Bank Account No.:	
Location:	Hyderabad	PAN No.:	
Effective Work Days:	31		
LOP:	0.0		

Earnings	Amount	Deductions	Amount
Basic	9,167	PF Employee	1,100
HRA	3,667	ESI Employee	125
Conveyance Allowance	917	PT	150
Leave Travel Allowance	764		
Other Medical, CHA, Allowance	2,152		
Total Earnings (Rs)	16,667	Total Deductions (Rs)	1,375

Net Pay For The Month: 15,292

(Rupees Fifteen Thousand, Two Hundred And Ninety-Two Only)

This is a system generated payslip and does not require signature.

Date: 09-Sep-2021
Ref: APL/Unit/HR/Offer/2020
Mr. Swami das

Dear **Mr. Swami das**,

Letter of Offer

With reference to your application and subsequent interview you had with us, we are pleased to advise you that you have been selected for the position of **Trainee - Production (Injectable)_UNIT - IV** in **Aurobindo Pharma Limited, UnitIV, Plot No.4 in Sy. No.151 and Plot Nos.34 to 48 in Sy. Nos. part of 146, 150, 151, 152, 153 and 154 situated in Phase III, APIIC, EPIP, IDA, Pashamylaram, Patancheru Revenue Mandal, Medak District 502 307, Telangana** on the terms and conditions as agreed by you at the time of interview and that are mentioned in Annexure - I.

You are advised to join on or before **15-Sep-2021**. You are advised to report at our Aurobindo Pharma Limited, UnitIV, Plot No.4 in Sy. No.151 and Plot Nos.34 to 48 in Sy. Nos. part of 146, 150, 151, 152, 153 and 154 situated in Phase III, APIIC, EPIP, IDA, Pashamylaram, Patancheru Revenue Mandal, Medak District 502 307, Telangana by 09:30 AM, to complete your joining formalities. Please note joining formalities will be taken either on **Monday, Wednesday or Friday** in any week.

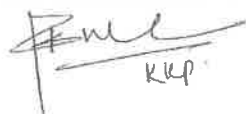
While joining, you are advised to submit the following for our verification and records:

- Copies of certificates (including mark sheets) along with originals, for proof of age, educational qualifications, conduct etc.
- Independent references with phone Nos-Other than relatives.
- Passport size photographs – 08 Nos, stamp size photograph-02 Nos.
- Blood grouping certificate and medical fitness certificate- Original
- Copy of PAN card & Aadhar Card
- Recent Post card size colour photograph with family – full scape – 02 Nos for submitting the same to ESI (Family means Employee, spouse, children and dependent parents)

The regular appointment order will be issued at the time of your joining.

In case you do not join us by the stipulated time, this offer will be withdrawn at the sole discretion of management.
Please confirm your date of joining by e-mail Id:hr@aurobindo.com

For **AUROBINDO PHARMA LIMITED**,


K.K.P.

KIRAN KUMAR P
DEPUTY GENERAL MANAGER-HUMAN RESOURCES

(CIN : L24239TG1986PLC015190)

AUROBINDO PHARMA LIMITED

PAN No. AABCA7366H

Corp off.: The Water Mark Building, Plot No. 11, Survey No.9, Hi-tech City, Kondapur, Hyderabad - 500 084 T.S., INDIA Tel : +91 40 8872 5000 / 1200 Fax : +91 40 6707 4059

Regd. off.: Plot No. 2, Maithrivi Nagar, Ametepet, Hyderabad - 500 038 T.S., INDIA Tel : +91 40 2373 8370 Fax : +91 40 2374 7340, Email : info@aurobindo.com

www.aurobindo.com


Principal

St. Pauls College of Pharmacy
Turkayamjal, R.R. Dist-501 510.

Annexure – I

1. You will be under training for a period of one year from the date of your joining. You will be paid an amount of **Rs. 16,000** /- per Month. As a Trainee, you will not be entitled to any other benefits or privileges that are applicable to the other categories of employees.
2. On successful completion of the training period, you will be on probation for a period of six months. Be it clearly understood and agreed that as a trainee or as a probationer, you will not have any lien or right on the regular employment either during the initial or the extended period of training or probation.
3. If your performance and conduct are not satisfactory, the training or probationary period will be extended or dispensed away during the initial or at the extended period of training or probation, purely at the discretion of the Management. Unless otherwise informed to you in writing, the probation period may deem to have completed successfully.
4. The training that will be imparted to you involves considerable expenditure, both direct and indirect, financial and unliquidated. The training substantially improves your professional standing since considerable expenditure is incurred by the Company as an investment and hence the Company expects a commitment from you to serve the Company. In consideration of the training to be imparted by the Company, you shall agree and undertake irrevocably to serve the Company, by not leaving the services of the Company and without taking up employment with any other Company.
5. It is agreed and promised by you that, you shall enter into an Employment Agreement with the Company, to serve the Company for a minimum guaranteed period of three years and six months from the date of joining, out of which you being as a trainee, as a probationer and as confirmed employee. The Employment Agreement, which you entered with the Company is accepted and agreed by you voluntarily without any duress.
6. By accepting the employment agreement with the Company, you agree and acknowledge that any breach of agreement by you would lead to irreparable productivity and financial loss to the Company, for which the Company shall recover the damages from any amounts that are payable to you by the Company and further you may tend to lose lien on certain benefits as per the applicable laws.
7. You are governed by the following clauses, in case you breach of the terms and conditions of the Employment Agreement:
 - a. If you fail to complete the first two years of employment, you shall pay a compensation of Rs. 1,00,000/- (Rupees one lakh only) towards cost of training and liquidated damages,
 - b. If you fail to serve the remaining period, you shall pay to the Company a compensation of Rs.60,000/- (Rupees sixty thousand only) towards cost of training and liquidated damages.
8. You shall produce two Sureties or Guarantors for the minimum guaranteed period of three years and six months with an absolute and unrestricted right to recover the compensation as per Clause No.7, in case you fail to compensate the said amounts towards breach of agreement.
9. Your appointment is further subject to verification of the particulars furnished by you on the 'Application Form for Employment' and other documents submitted by you. In case any particulars mentioned by you and/or other documents, which you have submitted at the time of interview or joining or thereafter are found to be false or incorrect, your training / probation / confirmation shall be terminated forthwith without any notice and further appropriate legal proceedings will be initiated.
10. This appointment and your continuance in the employment are subject to you being found medically, physically and mentally fit, that are required to discharge your functional responsibilities, by the authorized Medical Officer of the Company.
11. You shall discharge such duties as may be entrusted to you from time to time by the Management.
12. You shall be governed by the Leave Rules of the Company and shall abide by the rules and regulations as well as Certified Standing Orders that are applicable to the establishment.
13. You shall work with high standards of discipline, initiative, efficiency and economy in the department or section, wherever you are posted and strive for achieving the objectives of the Company.
14. You shall devote your whole time to the business of the Organization and shall not undertake any other business or work, either directly or indirectly, whether on remuneration or not, except with written permission of the Management.

15. You shall not divulge to anyone, particulars or details of the manufacturing/quality processes, technical know-how, product portfolio, on-going projects, future projects, marketing strategies, sales promotions plans, security arrangements, or of administrative and / or organization matters, by any means of communication, whether of confidential or not, that may become known / accessible to you for being associated with the Company.
16. The Company reserves the right to depute you for a limited period or transfer you on permanent basis to any other section / department / unit / location of the Company or its subsidiary companies that exists or may come up in future within the territory of India in your capacity for which you may be found fit and suitable, without reducing your existing benefits.
17. "Current Good Manufacturing Practices (cGMPs) are regulations (laws), established by respective countries and are being monitored by their agencies, which are similar and applicable across the world. Hence, it is a mandatory responsibility of all the pharmaceutical manufacturers to establish these principles into their routine operations and ensure that a drug is safe, correctly identified, of right strength, has the purity and has the overall Quality it claims. The cGMPs exists to protect patients from dangerous, adulterated and counterfeit drugs. It is important to note that, the product that has not been manufactured according to cGMPs is considered as Adulterated Drug, even it meets all specifications. Failing to comply with cGMPs has severe implications on the Organization with respect to legal compliance, customer/ partner relations, stock holdings, reputation in the global market and in fact its existence in the market.
 - a. Non-compliance of cGMP procedures/ practices knowingly shall be considered as betrayal and breach of integrity.
 - b. Any individual fails to comply with this commitment shall be liable to a very severe disciplinary action by the Company including termination of services, based on the facts and circumstances of the case.
 - c. This clause is applicable to the employees operating in cGMP areas.
18. You shall adhere to Quality Policy and Environment, Health & Safety (EHS) Policy of the Company in true spirit without any deviations.
19. Any absence from the duty without prior written sanction and/or permission from the respective reporting superior/s shall be considered as 'Un-authorized Absence' and attracts appropriate disciplinary action.
20. At the time of leaving the services of the Company, upon completion of eligible period of service for Gratuity payment, you are required to comply with all requirements prescribed in this regard including Claim Form to be submitted to HR, in order to receive the Gratuity on time
21. Any unauthorized absence for more than 7 (seven) consecutive working days shall be construed that you voluntarily abandoned your services and your name from the Company's muster rolls will be deleted putting an end to the employee and employer relationship and you will lose lien on employment, without prejudice to the rights of the Company.
22. You shall keep the Company informed of your postal address, telephone/mobile number, e-mail or any other means of communication including changes that may occur during the period of your association with the Company. Any communication sent to the last informed address is deemed as final and served.
23. The Company shall reimburse Relocation Charges / Notice Pay to you, which is mutually agreed / as per Policy, during interview process, subject to production of relevant supporting documents and the same shall be claimed within 3 (three) months from the date of formal joining. In case you leave the services of the Organization within a period of two years, the Company has a right to recover the same from the amounts payable to you.
24. In case you take any financial loan / salary advance from the Company and fail to repay the same as agreed during the period of your association with the Company, you along with Sureties, as applicable, shall be liable for appropriate legal proceedings as per the agreements you entered with the Company.
25. Notwithstanding any of the clauses mentioned herein, the Management reserves the right of terminating your appointment without assigning any reason and without notice during your training period.

26. Your services shall be terminable with three month's prior notice in writing on either side or three months' Notice Pay in lieu thereof.
27. You will be retired from the services of the Company on attainment of 58 years of age
28. Acceptance of this offer also confirms your consent to the Company, to carry out necessary background verification/checks on your academic credentials, previous employment and other records etc by a third party Service Provider/ internal HR team. Submission of inappropriate/false information by you will lead to termination of your employment without any notice followed by appropriate legal proceedings.
29. Your attention is drawn to the 'Code of Conduct for dealing in shares of the Company' formulated as per the requirements of SEBI (Prohibition of Insider Trading) Regulations, 2015. As per the Code, all types of dealings in the shares of the Company are subject to pre-clearance and violation of the same will lead to imposing of penalties and / or other disciplinary action by the Company and also by SEBI. Further, you are required to disclose your shareholdings in the Company held by you or your immediate relative(s) as soon as you join the Company in Annexure-5 of the said Code. You may please refer to the Code or may contact Compliance Officer at cs@aurobindo.com or ig@aurobindo.com.
30. The appropriate Courts of Law situated in Hyderabad / Secunderabad shall alone have exclusive jurisdiction to try any disputes arising out of this contract of employment.

You are required to return the copy of this Letter of Offer along with Annexure-I duly signed by you as a token of your acceptance of all the terms and conditions.

We welcome you to Aurobindo family and wish you a happy and rewarding career with us.

For AUROBINDO PHARMA LIMITED,



KRP

**KIRAN KUMAR P
DEPUTY GENERAL MANAGER-HUMAN RESOURCES**

DECLARATION

I have read and clearly understood all the terms and conditions mentioned in the Offer Letter along with Annexure-I. I hereby accept the offer and all the terms and conditions as stated above in toto.

Date:

Signature:



APPOINTMENT LETTER

3 January, 2022

Dear **Mohammed Shahebaz Khan,**

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

1. Place of Employment and Timing:

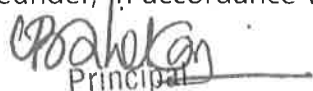
1. Your initial place of work will be at IN-Hyderabad. However, your services are transferable, and may be assigned, after reasonable notice, to any location in India or abroad where the company or its affiliates conducts business. The duties to be performed by you hereunder shall be performed in such locations as are reasonably necessary or appropriate to carry out your duties hereunder, subject to reasonable travel requirements on behalf of the Company from time to time.
2. You will be expected to attend office - except when traveling on business during working hours/shifts as may be decided by the Company.

2. Compensation and Benefits:

1. Compensation. As compensation for services to be rendered pursuant to this letter, the Company shall pay you an annual basic salary of **Rs60000**. Other allowances / reimbursements as due to you are detailed in Annexure I.
2. You will be provided with a Comprehensive Medical Insurance and will also be covered under the Group Personal Accident Insurance, while on Company business.
3. You will be provided with Retirement Benefits namely, Provident Fund and Gratuity, in accordance with the laws of the country, and/or, as per company policy.
4. Your compensation shall be reviewed on the basis of merit and will be at the sole discretion of the company.

3. Reimbursement of Expenses:

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


Principal
St. Pauls College of Pharmacy
Turkayamjal, R.R. Dist-501 510.

4. Leaves:

You shall be entitled to reasonable periods of leave as per company policy (to be taken by agreement with the Company) with full pay. Entitlement & accumulation of the leave will be as per company policy.

5. Term:

Employment period shall commence on **7 January, 2022** and you will be on probation for a period of six months from the date of your joining the company. During this time, your appointment is terminable by one month's notice by either party or one month's salary in lieu thereof:

1. You will be deemed to continue on probation until you are confirmed, and the confirmation is communicated to you in writing. After confirmation, your appointment is terminable by two months' notice by either party or two months' salary in lieu thereof. Wipro reserves the right to pay or recover salary in lieu of notice period. Further, the Company may, at its discretion relieve you from such date as it may Deem fit even prior to the expiry of the notice period given by you. However, if the management desires you to continue the employment during the notice period, you shall do so.
2. During the term of employment, your performance and suitability for the roles will be continuously monitored and evaluated. Given the nature of your role, which is dependent on customer requirement, you would have to clear assessments prescribed by Wipro from time to time. In the event you fail to meet the prescribed measurement criteria as defined for your Process/Function or there is no suitable role available for you based on company requirement, the company reserves the right to terminate your employment in accordance with the bench policy. If you remain absent from work without authorization or reasonable explanation for more than seven consecutive working days, it will be presumed that you are no longer interested in working for Wipro and have voluntarily abandoned your services. In such a case, your employment with Wipro will stand terminated. In the event of termination of employee's services arising out of integrity, misconduct & disciplinary proceedings, no notice will be required from the company's side. In such case, you will not be entitled to any statutory compensation

6. Retirement:

You will automatically retire on attaining the age of 58 years. You may be retired earlier if found medically unfit.

7. Confidentiality:

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

plans, records, reports, computer tapes and software and other documents and data (and copies thereof) relating to the said, or the business of the Company or any affiliate or its Customers which you shall then possess or have under your control.

You agree that, notwithstanding the cessation or termination of your Employment, the confirmations and undertakings under this Clause shall always continue in full force and effect.

8. NONCOMPETE

In the course of your employment with Wipro you will be providing services to customers or clients of Wipro during which process you would be handling sensitive information including but not limited to information of key customers of Wipro, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to Wipro and its protection is of utmost importance to Wipro. You confirm that for a period of six (6) months after separation of your employment from Wipro (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing Wipro during the six (6) months preceding the date of separation

9. Whilst employed by the company, you:

1. Will not engage in any external activities of a commercial nature
2. Will not engage in any activity of a non-commercial nature without prior written approval of the Company.
3. Will be required to effectively carry out all duties and responsibilities assigned to you by your supervisor and others authorized by the Company to assign such duties and responsibilities. Your performance will be subject to annual appraisal by your supervisor.
4. Will be required to apply and maintain the highest standards of personal conduct and integrity and comply with all Company policies and procedures.
5. You agree that you shall not directly or indirectly, share, discuss your compensation details, in full or part, with any person in or outside the organization other than those authorized to do so.
6. Will maintain best standards of personal health and should necessarily be medically fit to perform your duties.

Other Provisions

1. **Language.** This appointment letter was originally drafted in the English language. If it is translated into any language other than English, the provisions of the original English language version shall control in the case of any asserted conflict in terms.
2. **Governing Law.** This appointment shall be governed by and interpreted in accordance with the laws of India.
3. You shall be governed by the "Service Agreement" as applicable to you

It is understood that your date of joining **Wipro Limited**, will not be later than

7 January, 2022 failing which this offer will automatically stand revoked without any further notice. Please sign and return the duplicate copy of this letter in token of your acceptance of the terms described in this letter.

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

**Yours faithfully,
For Wipro Limited.**



**Sandesh Kumar
General Manager - Talent Acquisition**

I accept the terms of this letter.

Signature: E-Signature Signature

Date: E-Signature Date

Name: Mohammed Shahebaz Khan

ANNEXURE I

Name	Mohammed Shahebaz Khan
Designation	Associate
Date Of Joining	7 January, 2022
Level	AA
Basic	60000
House Rent Allowance	30000
Bonus	16800
WBP	25731
PF	10276
Gratuity	2886
ESI	4307
Target Cost To Company (per Annum)	150000

ANNEXURE II

CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealing with the suppliers, customers and all other organizations or individuals doing or seeking to do business with Wipro.

Noted below are a few examples of 'conflict of interest':

1. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company, where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises securities in widely held corporations which are quoted and sold on open market or the interest is not material.
2. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become the contractor, supplier or customer, except with the knowledge and consent of top management.
3. For an employee to serve as an officer, director or in any other management capacity or as consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.
4. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.
5. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services, excessive entertainment and travel or gifts of more than nominal value from any individual or organization, doing or seeking to do business with the company.

I have read and understood the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will inform top management.

ANNEXURE III
PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT
2000

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

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

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

Name: Mohammed Shahebaz Khan

Signature: E-Signature Signature

ANNEXURE IV

CONSENT FOR RANDOM OR REASONABLE SUSPICION DRUG TEST

I am aware that Wipro has a policy which stipulates that employees while at work cannot be under the influence of any narcotic drugs, psychotropic substances and/or alcohol so as to ensure a healthy work force. To ensure the adherence of this policy, Wipro might be required to collect specimen of employee's hair, urine, blood, or any other relevant bodily sample, as may be required (hereinafter the "Sample") and submit it for drug test screening (hereinafter "Test").

I hereby **Mohammed Shahebaz Khan**, consent to allow Wipro Limited (hereinafter "Wipro") to collect Sample from me for the Test.

In furtherance of the above stated:

1. I understand that the Test shall be conducted on random basis without any prejudice to anyone.
2. I authorize Wipro to share the Sample with Wipro's authorized vendor for the purpose of processing the Sample and making the result available to Wipro.
3. I understand that Wipro provides adequate security measures to safeguard the information resultant from the Test and all other personal data associated with it.
4. I understand that neither Wipro nor any authorized third party under clause (3) above shall retain the data collected in respect of the Test for period no longer than as required for statutory purposes and the data shall be suitably destroyed thereafter.
5. I understand that Wipro is entitled to initiate suitable actions against me including but not limited to disciplinary action based on the Test results.
6. I understand that Wipro may notify and publish the information resultant or ancillary to the Test if obliged under law to do so.

Name: Mohammed Shahebaz Khan

Signature: E-Signature Signature

Place: IN-Hyderabad

Date: E-Signature Date

For more details please refer to the policies on **myWipro > App Store > Information > My Policies > India**

Consent Form- Acknowledgement

Please read through the consent letter and submit your acknowledgement.

As a content moderator, your work would involve understanding client specific policies and guidelines, accordingly making decisions. As part of your work, you may be required to view and work upon content which might be disturbing in nature. You are requested to provide your consent by filling the details below.

Letter of Consent

I Mr/Ms.**Mohammed Shahebaz Khan** S/o. _____ have been offered by Wipro to work in Content Moderation process. I have no objection in working/viewing content, which might be disturbing in nature and will not compromise in honoring my roles and responsibilities. I understand the criticality of my work and agree to abide by the organization's policies and procedures to ensure the work is completed without any compromise. In this context, I will also avail of the wellbeing services offered including the individual confidential coaching sessions, if required.

I hereby acknowledge that I have read, understood and agree to the terms of this letter of acknowledgement relating to confidentiality of work.

Signature of candidate: **E-Signature Signature**

Name : **Mohammed Shahebaz Khan**

Father/Spouse Name

Resume ID

Location:

Date : **E-Signature Date**



eSPIES FACILITIES PVT LTD

AN ISO 9001 : 2015 CERTIFIED

Spies House, Manju Residency, Plot No. 85 & 88, Flat No. 302, 3rd Floor,
Sardar Patel Nagar, Near Nizampet Cross Road, Kukatpally, Hyderabad - 72.
Phone : 040 - 65740941, Cell : 9160004333, e-mail : isreddy@espies.in
Website : www.espies.in



To,

Sep 23rd, 2021

Mr. Rishav Joysuwal
S/o: Joy Prakash Joysuwal
Road No. 2, Vill.: Turkayamjal,
Dist. Rangareddy, Hyderabad-501510
State : Telangana
Ph No: 7399453828
Email id: rjoysuwal@gmail.com

Sub: Offer Letter

Dear Mr. Rishav Joysuwal

With reference to your application and subsequent interview with us, we would like to bring to your notice that you have been selected for the position of **Jr officer** in **QA** department.

1. You are required to report for duty on 04th Oct'2021 by 9:00AM
2. You will be initially posted at our client **Annora Pharma Pvt Ltd at Annaram, Hyderabad**
3. Your Appointment letter will be issued after completion of joining formalities process.
4. You will be paid salary (per month) as shown below:
Monthly Gross Salary: Rs. 14000/-
5. Upon receipt of the offer, you are required to undergo medical check-up at the company authorized diagnostic centres. You will be entitled for appointment upon you found to be medically fit.
6. Your Employment will be subject to the Terms & Conditions, mentioned in your Appointment letter, which will be issued to you on your joining.
7. As substantial cost is being incurred towards your recruitment, training and development, any discontinuance, exit or voluntary separation of your services against the agreed period will attract penalty more fully detailed in the Annexure – I of this offer letter.
8. Please bring the below list of documents for the joining formalities.
 - Original Academic Certificates (all from 10th to Highest)
 - All Educational Certificates Xerox Copies from 10th to Highest Qualification.
 - Address and ID proof on your name.
 - Aadhar Card clear Xerox copy.
 - Xerox copies of all Appointment letter and Reliving letter of previous organizations if any.
 - EPF UAN Number and ESIC Insurance numbers of previous organisation if any.
 - 3 Passport Photographs.
 - 1 Postcard Size family photograph for the ESIC process.
 - Rs. 100/- Stamp Paper for making the Agreement.

Thank you,

For ESPIES FACILITIES PVT LTD



Authorised Signatory

Principal

**St. Pauls College of Pharmacy
Turkayamjal, R.R. Dist-501 510.**

DECLARATION BY THE CANDIDATE

Annexure I

I Rishav Joysuwal, S/o. Joy Prakash Joysuwal, if I fail to continue the service with Hetero for a period agreed upon, I will pay the penalty amount as mentioned below:

Remedial Compensation Structure - Recommendation with immediate effect	
(As agreed under Clause 9 of the Agreement)	
Service Period	Compensation - INR
Less Than One Month	Rs. 20,000/-
More Than One Month - Less Than Six Months	Rs. 40,000/-
More Than Six Months - Less Than One Year	Rs. 80,000/-
More Than One Year - Less Than Two Years	Rs. 1,00,000/-
More Than Two Years - Less Than Three Years	Rs. 80,000/-

- I have read, understood and accept the terms and conditions as mentioned in the offer letter and annexure.
- I hereby affirm that I have not been involved in any monetary transactions to obtain this offer.

(Signature of the candidate)

Name: **Rishav Joysuwal**

Date: