



13-Aug-2021

To,

Anbu Selvan,

It is our privilege to welcome you to the StarAgile family and we are pleased to offer you the position of Manager - Inside Sales at StarAgile Consulting.

We extend our heartiest congratulations to you on becoming a part of our family!

In this position you will be reporting directly with Sales Head of the company.
This offer takes effect from your date of joining which is expected to be on 16 Aug-2021.

Your compensation package includes the following:

Fixed salary will be (3,00,000) three lakhs per annum. Variable will be (60,000) sixty thousand per annum. Total CTC will be (3,60,000) three lakhs sixty thousand per annum.

First 3 months you will be in probation period and based on performance we will offer you permanent employment.

The team at StarAgile is looking forward to working with you and we are confident you will be able to make a Significant contribution to the success of our organization.

Welcome aboard!

K.V.L. Narayana

Sincerely
KVL Narayana
Vice President

StarAgile Consulting
No. 549, 1st Floor, 14th Main Rd, Sector 7,
HSR Layout, Bengaluru, Karnataka 560102

15 Aug 2021

Dear Ms. Kiran Mayi H,

We are pleased to appoint you for the position of Jr Analyst - Performance Management. The company offers you regular employment with M/S Full Creative Private Limited as on 2 Aug 2021.

The value of your annualized Total Compensation (TC) will be of Rs 3,00,000 per annum.

Compensation Structure

The break up of the CTC per month is specified in Annexure - I, and will be given to you later.

We will be proud to have you as a member of our team to further enhance FULL CREATIVE position as a leading software company. Please feel free to get in touch for any questions or assistance that you may need. Looking forward to your joining with FULL CREATIVE team!

As per Company policy, you would be required to sign a standard Employment Agreement to protect classified/proprietary information at the time of joining.

Important

This appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation by you or is detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.

The compensation information is confidential. We request you to use discretion in handling your compensation-related information. As a company policy, we prohibit sharing this information with other employees or unauthorized personnel. Any violation of this will be treated as a serious matter by the company.

Notice for Separation/Termination

During your employment with FULL CREATIVE may be terminated by giving a notice of one month to either side or payment of an amount equivalent to 1 month (Basic). However, at the time of leaving, you will ensure that all your on-going activities are successfully completed and handed over as per the company guidelines on the separation process. Depending on business requirements, FULL CREATIVE may or may not accept your offer to shorten the notice period.

Probation

You will be on probation for a period of six months from the date of your joining and may be confirmed as a regular employee upon successful completion of your probation. Your confirmation will be based on your performance and positive contribution to the company's objectives. The period of probation can be extended for a further period of six months or part thereof. During the probation period, your services can be terminated with Fifteen(15) days notice on either side.

Abandonment of Employment

In the event that you have been absent from work for three consecutive working days without any notification to the Company, and the Company has made reasonable efforts to contact the Employee, this employment shall automatically terminate on the expiry of the third day without the need for notice of termination of employment.

Working Hours

The normal working hours are from 1:00 p.m. to 10:00 p.m., Monday to Friday, and the first Saturday of the month with 60-minutes break including meals. Your Position requires you to work in flexible shifts.

Holidays

There are 10 holidays in a calendar year. Please refer to HR for the list of holidays.

Leave

The company provides 12 days of Casual leave (CL), 12 days of Sick Leave (SL) and 12 days of Privilege Leave (PL) per year (on a pro rata basis depending on the number of months worked in the company in a year).

Explanation of Various Benefits

This section gives details of the various benefit schemes at FULL CREATIVE and the way they are administered. Coverage under any of these plans may be subject to certain requirements or limitations. This information cannot be used to modify any coverage that is listed in separate insurance documents, policies, trust deeds, etc. In all cases, the provisions of these documents and policies and letter of offer (and subsequent changes) would apply. The company reserves the right to amend any compensation plan or information given in this section without prior notice. Please talk to Human Resources for further assistance.

Flexible Benefit Plan (FBP)

Under Flexible Benefit Plan (FBP), you can choose the amount allocated to one or more of the following benefits each year (within the limit of your FBP) based on your personal needs. Alternatively you can take the entire amount as a cash allowance. FBP is subject to Income Tax and Fringe Benefit Tax as per prevailing Government rules and regulations.

- House Rent Allowance (HRA) - Medical Expenses (other than medical insurance)
- Leave Travel Allowance (LTA) - Vehicle Running & Maintenance
- Telephone expenses - Conveyance Allowance

Finance would announce dates (each quarter) when the original proof of above expenses can be submitted for the Tax exemption. The adjustment of Income Tax and Fringe Benefit Tax would be done each quarter based on the prevailing Income Tax laws from time to time. Please note that the Income Tax treatment related to any of the elements of the FBP could change based on the emerging/changing legal provisions applicable. Finally, you are advised to read the FBP policy in detail on joining.

Provident Fund (PF):

PF is a statutory benefit available to all employees of FULL CREATIVE. The objective of the scheme is to provide adequate social security (as per Government rules) to the employees after active work life. Automatic on joining FULL CREATIVE, 12% of the employee's basic pay is contributed to the PF account of the employee every month. The company will contribute equally 12% every month.

The PF is administered as per the Provident Fund Act as laid by the Govt. of India. Please visit <http://www.epfochennai.tn.nic.in/> .

Insurance Coverage

Upon joining FULL CREATIVE you will be eligible for the Insurance coverage as follows:-

- (1) Medi-Claim Insurance
- (2) Personal Accident Insurance

For specific details please contact HR.

For **Full Creative Private Limited.,**

Vidya Balakrishnan

Authorized Signatory

I accept the above referred pay and benefits, and the general terms and conditions of employment.

Date : 17th August 2021

Signature

: *Kiran Mayi*

Place: Bengaluru

Candidate's Name : Kiran Mayi H

Compensation Structure			
Name	Kiran Mayi H		
Employee ID	111271		
Date Of Joining	2-Aug-2021		
		Monthly	Yearly
		,	,
A	Salary – Monthly Components		
	Basic	10,000	120,000
	House Rent Allowance	5,000	60,000
	Leave Travel Allowance	-	-
	Statutory bonus	1,400	16,800
	Special Allowance	6,319	75,828
	Night Shift Allowance	-	-
	Sub Total [A]	22,719	272,628
B	Retirals		
	Provident Fund	1,800	21,600
	Gratuity	481	5,772
	Sub Total [B]	2,281	27,372
	Total [A+B]	25,000	300,000
The above compensation is subject to complying with the requirements of company policy and law applicable from time to time.			
Gratuity Component will be paid subject to the fulfillment of provisions of the Payment of Gratuity Act,1972 & rules made thereunder.			
The PF, ESI components of the salary may change in the future in accordance with the new rules and regulations announced by the Government of India from time to time.			
Company reserves the right to modify/amend the structure in part or full without any notice or assigning any reasons.			
	Net Pay [after PF and Professional tax before TDS]		20,711

Offer Letter

Dear Mr. Pawan,

We are glad to offer you the position of an Intern in Assurance Services, Risk & Assurance division, at Singhvi Dev & Unni LLP, Chartered Accountants, Bangalore, based on the interview/s and subsequent discussion/s with you.

Compensation

The stipend would be INR 15,000 per month, subject to taxes and deductions, as applicable. Other terms would be applicable as per prevailing policies of SDU.

Day of Joining

We would like you to come on board on Monday 18th October 2021.

Response

This offer is valid for two days from this date. Please indicate your acceptance of the offer within that time.

Please note the following:

1. This is an offer only and may be withdrawn or annulled, even after your acceptance, should circumstances change.
2. Our business hours commence 0900 hrs and end 1800 hrs each day of the week and on the first Saturday of the month.
3. The internship period is from 18th October 2021 to 17th April 2022.
4. Original testimonials along with copies of, updated resume, proof of address and identity, marks cards & certificates, 3 passport size photographs are to be carried by you on the date of joining SDU.

In case of any clarifications, please feel free to reach us.

Regards,
Sunitha B.S
Team – Human Capital

Singhvi Dev & Unni LLP
Chartered Accountants

Offer Letter

Dear Mr. Prince Kumar Jha,

We are glad to offer you the position of an Intern in Assurance Services, Risk & Assurance division, at Singhvi Dev & Unni LLP, Chartered Accountants, Bangalore, based on the interview/s and subsequent discussion/s with you.

Compensation

The stipend would be INR 15,000 per month, subject to taxes and deductions, as applicable. Other terms would be applicable as per prevailing policies of SDU.

Day of Joining

We would like you to come on board on Monday 18th October 2021.

Response

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4. Original testimonials along with copies of, updated resume, proof of address and identity, marks cards & certificates, 3 passport size photographs are to be carried by you on the date of joining SDU.

In case of any clarifications, please feel free to reach us.

Regards,
Sunitha B.S
Team – Human Capital

Singhvi Dev & Unni LLP
Chartered Accountants



WINSPARK INNOVATIONS LEARNING PVT LTD.
1108-1109, 11th floor, JMD Megapolis, Sohna Road, Gurgaon
<http://www.planetspark.in>

Offer Letter

Date: 06/04/2022

To

Sakshi kumari.

Employee Code: _PS09819

Dear Sakshi kumari,

Sub: Offer Letter

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **12th April 2022**. You will be working from home for domestic process.

You will be paid gross emoluments and incentives as detailed in Annexure – A.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Please sign and return duplicate copy of this letter in token of your acceptance.

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 sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.

Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY

Encl.: As above

Annexure – A

Emoluments can be bifurcated as under:

Particulars	Monthly	Yearly
Basic Pay	15600	187200
House Rent Allowance	7800	93600
Medical Allowance	2000	24000
Supplementary Allowance	2000	24000
Gross Salary	27400	328800
*Performance Linked Incentive based on Individual Target	20000	240000
Employer PF Contribution	1800	21600
Total CTC		590400

During first month fixed component will be 21,428 INR and second month onwards CTC will be revised according to annexure A.

PF deductions are applicable from the first month onwards.

Annexure – B

1. Personal Particulars:

You will keep us informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

2. Probation

You will be in probation period of 21 Days from the date of joining and will not be confirmed if you are unable to get license to sell i.e. successfully complete the training within 21 days of joining.

3. Nature of Work:

You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities within **Business Development Counsellor** will be assigned and explained to you from time to time.

4. Training:

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the company's expense.

5. Intellectual Property Right:

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely

to result in more efficient operation of any of the activities of the company, the company shall be entitled to use and utilize such improvement and you shall

assign all rights thereof to the company for the purpose of seeking any patent rights or for any other purpose. The company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of association with the company including but not limited to the creative concept that you may develop during your association with the company.

6. Secrecy/Confidentiality:

You will not during the course of your employment with the company or at any time there after divulge or disclose to any person whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the company, of any information or knowledge obtained by you during your employment as to the business or affairs of the company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavour to prevent any other person from doing so.

7. Annual Leave:

You will be entitled to 4 annual leaves for every completed quarter at the company.

8. Termination of Service:

Either party can terminate this employment by serving a notice of one week on the other. The Full and Final settlement will be processed after 45 days from the last working date.

9. Appointment in Good Faith:

It must be specifically understood that this offer is made based on your proficiency on technical/professional skills you have declared to possess as per your application for employment and your ability to handle any assignment/job independently.

The above terms and conditions are based on the company's policy, procedures and other rules currently applicable in India and are subject to amendments and adjustments from time to time. In all matter including those not specifically covered here such as traveling, retirement, etc. you will be governed by the rules of the company as shall be in force from time to time.

Sincerely,

For and on behalf of WINSPARK INNOVATIONS LEARNING PVT LTD



"I hereby accept this offer and I Confirm that I have signed out of the placement process"

Signature

Date



13-Aug-2021

To,

Subhashree Mukherjee,

It is our privilege to welcome you to the StarAgile family and we are pleased to offer you the position of Manager - Inside Sales at StarAgile Consulting.

We extend our heartiest congratulations to you on becoming a part of our family!

In this position you will be reporting directly with Sales Head of the company.
This offer takes effect from your date of joining which is expected to be on 1 Sep-2021.

Your compensation package includes the following:

Fixed salary will be (3,00,000) three lakhs per annum. Variable will be (60,000) sixty thousand per annum. Total CTC will be (3,60,000) three lakhs sixty thousand per annum.

First 3 months you will be in probation period and based on performance we will offer you permanent employment.

The team at StarAgile is looking forward to working with you and we are confident you will be able to make a Significant contribution to the success of our organization.

Welcome aboard!

A handwritten signature in black ink, appearing to read "K.V.L. Narayana".

Sincerely
KVL Narayana
Vice President

StarAgile Consulting
No. 549, 1st Floor, 14th Main Rd, Sector 7,
HSR Layout, Bengaluru, Karnataka 560102



Date :13/09/2021

Dear Anjali Kumari,

Apropos to your application for interning as “**Business Development Intern**” and subsequent to our discussions we are pleased to offer you internship as “**Business Development Intern**” This is subject to no adverse findings arising from any of the intern background verification which is required to be carried out by the Organization. The date of your joining Inmovidu is 11/09/2021 with the following terms of engagement as outlined below. Your Reporting date is 10/09/2021.

Internship Hours/Duration – The working hours of the firm are 11.30AM-8.30PM. We do not follow flexi hours, so it is mandatory to complete the working hours at the office/home. You may be required to work on the weekends and the week offs will be provided during the weekday as agreed between the Intern and the Manager.

Absence from Internship– Stipend will not be paid for periods of unauthorized absence.

Location –Your place of internship will be the office of the Company at Bangalore or whatever other office or branch of the Company.

Work - You will perform all duties and obligations and comply with such orders as may be designated by the Company management which are reasonably consistent with your position as an intern. You are eligible for a conditional Pre-Placement offer subject to your performance after six months of your internship.

Working in Shifts – You may be required to intern in shifts. This shall be informed to you by your manager/supervisor well in advance.

Code of Conduct – Your internship is governed by the Code of Conduct. A copy is attached. You are required to read, understand and follow it in letter and spirit.

Confidentiality - In the ordinary course of your internship you will be exposed to information about the business of the Company, its clients and customers, which is confidential or is commercially sensitive and which may not be readily available to competitors or the general public, and which if disclosed would be harmful for our reputation. All information is shared on a need-to-know basis. You shall not discuss or transmit by any means any confidential information outside the office environment or with other employees/ interns who are not otherwise authorized to know.

Restriction After Termination of the internship - You are likely to obtain trade secrets and confidential information of the Company and personal knowledge of and influence over customers and employees of the Company during the course of the internship. To protect the interests of the Company you are bound by a 6-month non-solicitation clause wherein you will not entice or solicit or assist another intern of the firm.



Intellectual Property - You agree that during your internship the 'work of art', any patent application, design, copyright or other intellectual property shall be owned by the Company, except articles written with personal opinion with prior approval from management. You agree that you will promptly inform the Company about any Intellectual Property you make or are involved in making.

Data Protection – Ensuring the protection of our data is a requirement of the job. You shall ensure that –

- You do not disclose any personal data without prior written approval
- You do not access information that you are not otherwise authorized to view.
- You do not access systems and IT infrastructure that you are not authorized.
- You do not treat personal data carelessly
- You secure all printouts away when not in use
- You do not share your passwords to any unauthorized person

Termination – By you. During the period of internship, you are required to give the company at least 30 calendar days' notice in writing. In case the notice period as per terms of internship is not served, pay in lieu of notice period would be deducted from the final settlement dues to the intern.

Termination – By company. Post confirmation, except where your internship is terminated on the grounds of Gross Misconduct you are entitled to 15 days from the company or pay in lieu of notice period.

Compensation -Your stipend shall be Rs 12,000/- (Twelve Thousand Rupees only) per month (Refer Annex A). Compensation will be paid only after the completion of the training period of 15 days or as confirmed by your manager based on your performance during the training.

Additional Earning Opportunities -There is a performance bonus which can go up to Rs 5,000/- per month.

Training - Whenever the management of the Company considers it necessary, you will be provided on the job training for a specific job and / or business processes. The cost of the training shall be borne by the Company and your endeavor shall be given your best to gain the knowledge and skills imparted during the training sessions. You will be required to work with the company for a minimum of 3 months post the training is completed. Should you decide to leave the company before 3 months, you will have to reimburse the cost of training of INR 10,000/- to the company.

Background Verification: As a part of the onboarding process, background check is conducted. You will be required to submit your original documents for background verification.

Acceptance – You hereby accept the terms of Internship. Please sign the offer letter in duplicate and return us one copy.

Name

Sign

17E, 1st Floor, 18th Cross, Sector 3, HSR Layout , 560102

+91-8088907569 / hr@inmovidutech.com

CIN: U72900KA2016PTC095268 II GSTN: 29AAECI2254D1ZS. II PAN: AAECI2254D



Data Consent

In consideration of being Interned at InMovidu,

I hereby expressly agree as follows:

InMovidu may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks.

In this regard, Inmovidu may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

Date:

Signature:

Name:

Permanent Address:



ANNEX A

Your Stipend- Rs 12,000/ Month + Incentives

Yours sincerely,

Anusha
Sr.HR Manager
Inmovidu Technologies Pvt Ltd

Name

Accept & Sign