



**SRI VENKATESWARA COLLEGE**  
**(University of Delhi)**

**Managed by Tirumala Tirupati Devasthanams (TTD)**  
**NAAC Accredited "A" Grade (2016), DBT Star College Status (2016)**  
**NIRF Rank # 14 (2020), NIRF #11(2021)**

**Benito Juarez Road**  
**Dhaura Kuan, New Delhi -110021**  
**Phone: 91 11-24118590**  
**Fax: 911124118535**  
**Webpage: [www.svc.ac.in](http://www.svc.ac.in)**  
**Email: [principal@svc.ac.in](mailto:principal@svc.ac.in)**

## **Criteria 5**

### **SUPPORTING DOCUMENT**

**5.2.1 Average percentage of placement of outgoing students during the last five years**

#### **PLACEMENT PROOFS**



# PLACEMENT PROOFS

The Placement Cell

Sri Venkateswara College

2021-2016

2020-21

**TIER 1**

# D.E. Shaw

 Roy, Angad\_Dev 9/24/2020  
to Navya

Hi Navya,

We would like to make an offer to Aastha Arora. Congratulations!!

Compensation Offered:

The compensation package being offered is

Base	[REDACTED]
Variable*	[REDACTED]
Benefits	<p>[REDACTED]</p> <p>§ Insurance coverage</p> <ul style="list-style-type: none"> <li>- Medical insurance</li> <li>- Accident insurance</li> <li>- Life insurance</li> </ul> <p>§ Breakfast/Lunch/Snacks</p> <p>§ Training</p> <p>§ Other Employee Benefits</p>
Long Term Incentive**	[REDACTED]
Relocation Allowance***	[REDACTED]
Joining Bonus	[REDACTED]
<b>Total Compensation Package</b>	[REDACTED]

\*Lower amount is guaranteed, higher amount is dependent on performance.

\*\*The amount under the long term incentive program will be payable at the end of each calendar year in the ratio of 10%, 20% 30% and 40% starting from December 2022. All payments, under this program, are contingent on your being employed by the company when the award is paid out, and is subject to the terms and conditions of the said program.

\*\*\*Relocation will entail reimbursement on travel (in full), guest house stay for 14 days & reimbursement of movement of household goods, brokerage; on actuals up to a maximum of [REDACTED]

Kindly share the confirmation on the offer by tomorrow. Thank you!!

[Hide quoted text](#)

Regards,  
Angad Dev Roy  
Human Capital | Recruiting  
D. E. Shaw India Pvt. Ltd.

Visit us at [www.deshawindia.com](http://www.deshawindia.com)

# Accenture

Hello,

Basis internal calibration, we have the below students who have been **selected** for Accenture Strategy.

Request you to please send us a list of students who were **not able to login due to technical issues/not be a part of the hiring process** on 15<sup>th</sup> and 16<sup>th</sup> Oct.

We would ensure that they are interviewed with us on the 21<sup>st</sup> Oct and their selection/rejection decision is communicated to you on the same day.

Campus	Unique ID Code	Name	Gender
SVC	582655	Arpanpreet Kaur	Female
SVC	582408	Kaavya Malhan	Female

Thank you

Regards,

Surmai Bhatt

Shared Recruitment

B-School Campus Team

# Philom



Philom Support 29 May



to Tushar, me, Sahil, Manan v

Dear Team

We are happy to inform you that **Vani sharma** and **Ayushi Bhasin** have been selected for a position at Philom.

Mentioned below are the details of the same :-

1. **Position** - Associate : Business growth and alliances
2. **Joining date** - 1st July 2021 (tentative and can change basis the condition of the ongoing pandemic)
3. **CTC** - [REDACTED] (3 months - probation period), [REDACTED] (on meeting the performance KPIs in the probation period)

We now request acceptance from the candidates as early as possible.

For any clarification, please reach out to us

-Saket

# D.E. Shaw (Off Campus)

From the D. E. Shaw group | Off Campus 2021 offers | Sri Venkateswara College External Inbox x Pranjul x

**Gupta, Samarth**

to Navya, me, Generalist ▾

Wed, 9 Jun, 15:15 (11 days ago) ☆

Hi Team,

Hope you are well. For your reference below are the details of the Associate off campus offers from your college this year. Let me know in case of any queries. Thanks.

Source	Candidate Name	Gender	Campus Name	Business	Designation	Email ID	Phone Number	Date of Joining	Offer Accepted/Declined
Off-Campus	Devansh Tandon	Male	Sri Venkateswara College	Financial Research	Associate	<a href="mailto:tandondevansh@gmail.com">tandondevansh@gmail.com</a>	8800745392	7th July	Offer Accepted
Off-Campus	Drishtant Chakraborty	Male	Sri Venkateswara College	Financial Research	Associate	<a href="mailto:drishtant@hotmail.com">drishtant@hotmail.com</a>	9958407487	7th July	Offer Accepted
Off-Campus	Arushi Agrawal	Female	Sri Venkateswara College	Financial Research	Associate	<a href="mailto:arushiagrawal1630@gmail.com">arushiagrawal1630@gmail.com</a>	9971446570	7th July	Offer Accepted
Off-Campus	Aastha Mohanty	Female	Sri Venkateswara College	Financial Research	Associate	<a href="mailto:aasthamohanty2000@gmail.com">aasthamohanty2000@gmail.com</a>	9582812444	7th July	Offer Accepted
Off-Campus	Manya Sahni	Female	Sri Venkateswara College	Financial Research	Associate	<a href="mailto:manyaksahni@gmail.com">manyaksahni@gmail.com</a>	9711057479	7th July	Offer Accepted
Off-Campus	Tushar Chawla	Male	Sri Venkateswara College	Financial Research	Associate	<a href="mailto:tusharchawla1111@gmail.com">tusharchawla1111@gmail.com</a>	8860306860	7th July	Offer Accepted

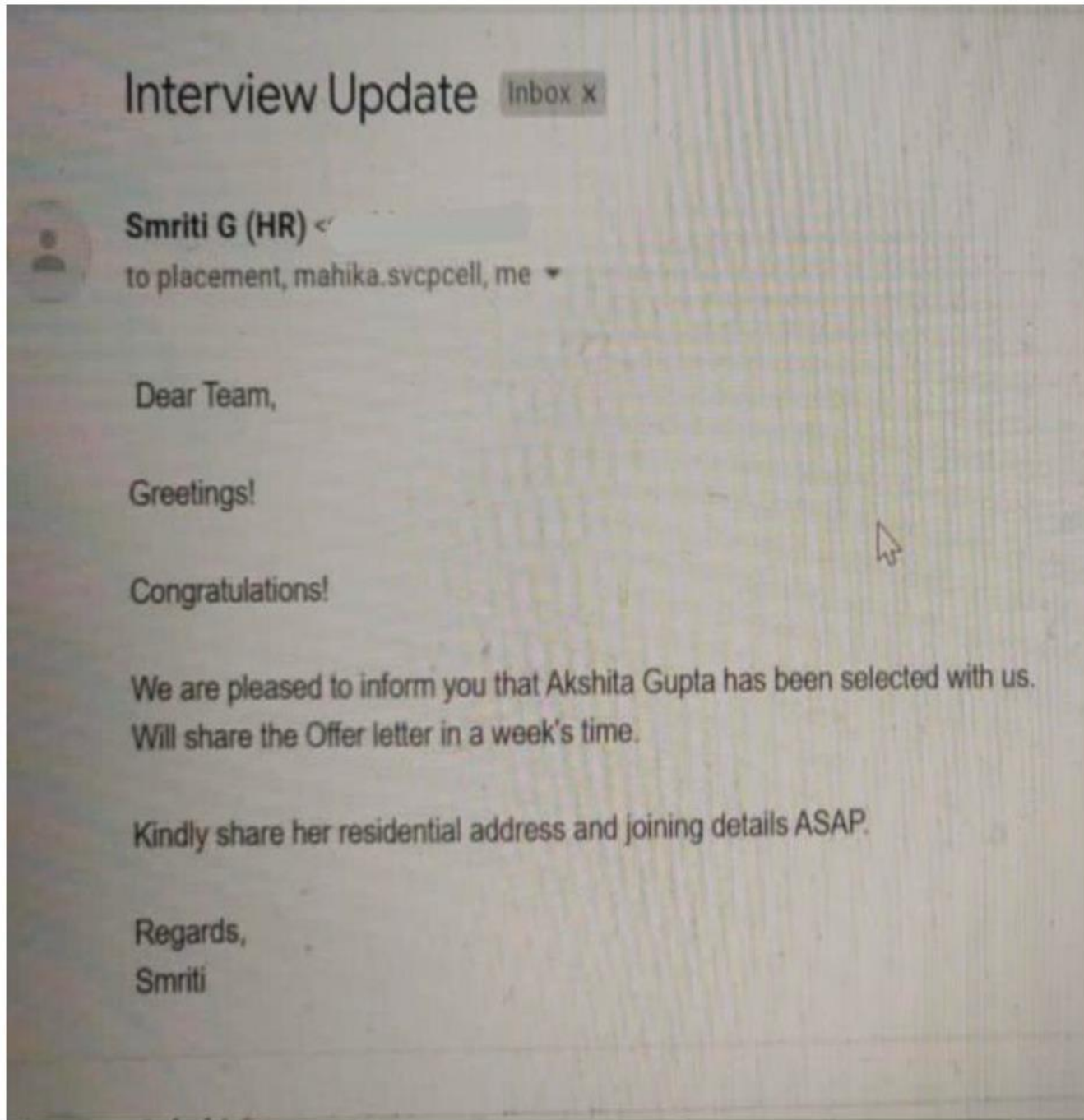
Regards,  
Samarth

2020-21

**TIER 2**



# Jaro Education



# Ken Research

RE: Sri Venkateswara College ||  
Ken Research Placement  
Opportunity - Final Selects Inbox



Priya 8 Jan



to Navya, me, aditia.svcpcell ▾

Hello Team,

Greetings from Ken Research!

Kindly find below the final selects for the position of Market Research Associate, post the conclusion of the Zoom round last evening.

1. Sanya Bahal
2. Ritika Garg

Kindly share their acknowledgment and acceptance of offer. Also kindly ensure that they are removed from any other placement process.

Thank you for your cooperation and support.

Regards,

Priya

# Intellipaat

	<a href="#">Intellipaat</a>	
1	Ajatshatru Singh	B.A. (H) History
2	Akshat Sharma	B.A. (H) Hindi
3	Madhur makhija	B.A. (H) Political Science
4	Rajat Jain	B.Sc. (P) Life Sciences

## Offer Letter\_ Joining Deatils



Inbox



**Bala Intellipaat** 3 Mar

to akshatsharma1430, me



Hi Akshat,

Please find the attachment of the offer letter.

**Date of joining:** 1st June 2021

**Reporting Time:** 11.00 AM

**Reporting Address:** AMR Tech Park 3, indiqube building  
Ground Floor, Tower B, Hongasandra Village,  
Bommanahalli, Hosur Road, Bangalore – 560068

I requested to submit the hard copy of the following documents on the date of joining:

- PAN Card
- Aadhar Card
- 10th Marksheet
- 12th Marksheet
- Degree Certificate
- Canceled Cheque
- 2 Passport size photograph

**Note:** After the completion of 6 months of internship you will be receiving [REDACTED] (Fixed Salary) + [REDACTED] INR (Incentive) + [REDACTED] INR (Annual Bonus) Total CTC [REDACTED] INR

# PwC UK Actuarial Services

PwC AIMS Offer Letter  Inbox 



Lianne Price (UK) 17 Feb

to me, Hariharan ▾







Dear Megha


I am delighted to attach your Offer Letter in relation to our offer of employment as an Associate 1 with AIMS India.




We are keen to start the process of on-boarding and carrying out pre-employment screening checks so that you can start employment as soon as possible. We have assumed an estimated start date of, on or around **23 August 2021**, but if the compliance checks are satisfactorily completed sooner, then we would be happy to discuss and agree with you an earlier start date.

Please send back to this email address a scanned copy of the Offer Letter and the declaration that is initialled, signed and dated. This will enable PwC to start carrying out the pre-employment screening checks that have to be satisfactorily completed before you can start employment. Please also send in scanned copies of one proof of id and one residence

# PlanetSpark

←    

Submission of Documents -  
**PlanetSpark** Inbox 

 **Kapil Purushwani** 24 Feb  
 to Kapil, bcc: me  

Dear Candidates,  
 I hope you are doing well and are excited to start the new phase of your work life as soon as possible.  
 Before the offer letters start to roll out please fill the google form attached to this email and upload all the documents asked in that form itself.  
**Please remember all the documents are to be uploaded compulsorily and as soon as possible in the google form provided only then you will get the offer letter.**

Link : <https://forms.gle/t5Tx61rUcyAYtc2t6>

Hope to see you onboard soon.

Regards  
 Kapil Purushwani  
 HR Associate (HR Ops)

< [157](#)

PlanetSpark Results.xlsx



S.No.	Full Name	Course
1	Kirti Bamne	B.Com (P)
2	Gaurav Singh	B.Sc. (H) Statistics

# Better.com



Shubhangi Goel 1 Apr



to [Pranjul, me](#) ▾

Hi Pranjul,

We are excited to share the list of final shortlisted students

Candidate Name	Candidate Email Id
Shruti Sharma	<a href="mailto:sharmashruti2018@gmail.com">sharmashruti2018@gmail.com</a>
Barbie Tyagi	<a href="mailto:barbietyagi99@gmail.com">barbietyagi99@gmail.com</a>
Kushagra Sarswat	<a href="mailto:kushagrasarswat@gmail.com">kushagrasarswat@gmail.com</a>
Saksham Tandon	<a href="mailto:sakshamtandon43@gmail.com">sakshamtandon43@gmail.com</a>
Kashin Pasricha	<a href="mailto:kashinpasricha3@gmail.com">kashinpasricha3@gmail.com</a>
Deepak Saha	<a href="mailto:deepakkr.704919@gmail.com">deepakkr.704919@gmail.com</a>
Karan Rajput	<a href="mailto:rajputk070401@gmail.com">rajputk070401@gmail.com</a>
Purva Arora	<a href="mailto:purvaarora6963@gmail.com">purvaarora6963@gmail.com</a>
Rahul Baderia	<a href="mailto:rahulbaderia10@gmail.com">rahulbaderia10@gmail.com</a>
Srishti Kunwar	<a href="mailto:srishtikunwar2812@gmail.com">srishtikunwar2812@gmail.com</a>
Piyush Popli	<a href="mailto:piyushpopli557@gmail.com">piyushpopli557@gmail.com</a>
Swapnil Varshney	<a href="mailto:swapnilvarshney100@gmail.com">swapnilvarshney100@gmail.com</a>
Mitaksh Gupta	<a href="mailto:gmitaksh@gmail.com">gmitaksh@gmail.com</a>
Sanskriti Khemka	<a href="mailto:sanskritikhemka@gmail.com">sanskritikhemka@gmail.com</a>
Ayushi Sarraf	<a href="mailto:ayushisarraf3@gmail.com">ayushisarraf3@gmail.com</a>
Sejal Makhija	<a href="mailto:sejalmaikhija1010@gmail.com">sejalmaikhija1010@gmail.com</a>
Jasmine Kaur	<a href="mailto:jasminek056@gmail.com">jasminek056@gmail.com</a>
Mugdha Sharma	<a href="mailto:mugdhasharma20112000@gmail.com">mugdhasharma20112000@gmail.com</a>
Devansh Tandon	<a href="mailto:tandondevansh@gmail.com">tandondevansh@gmail.com</a>
Ayush Mongia	<a href="mailto:ayushmongia54@gmail.com">ayushmongia54@gmail.com</a>
Tushar chawla	<a href="mailto:tusharchawla1111@gmail.com">tusharchawla1111@gmail.com</a>
Manav Kakkar	<a href="mailto:kakkarmanav04@gmail.com">kakkarmanav04@gmail.com</a>

The shortlisted students will receive a link for document submission tomorrow. After the document submission, they can expect their offer letters within 1 week.

Joining date will be 1st June 2021.

Offer CTC will be ■■■ Lacs per annum.

Also as discussed please ensure that these students are not applying for other organisations in campus placements now onwards.

Please acknowledge the same and feel free to connect for any queries.

Regards  
Shubhangi

# Urban Company

Selected Candidates  Inbox



Sukhmeet Kaur 9 Apr

to me ▾



Hi Team,

As discussed over call, sharing the list of candidates who have been selected for the position of Graduate Trainee.

1 Ratika Maan  
2 Dhruv Maheshwari

Offer Letters have been sent to them. Kindly ask them to sign the Offer Letters and send across a digitally signed/scanned copy to me within the next **48 hours**.

Feel free to reach out in case of any queries.

Warm Regards,  
Sukhmeet Kaur

[www.urbancompany.com](http://www.urbancompany.com)

# AON



Surbhi Bhatyal 22 Apr

to Ishita, me ▾



Hi Ishita

Siddharth Tarkunde is selected. Please do communicate to him. We will release the offer to him at the earliest. My number is [redacted] Do share this with Siddharth. Happy to have a chat with him in case he needs clarifications.

Regards

Surbhi



# Leverage Edu



Kirti Leverage 17 May  
to [S, me, pranjul.svcpcell](#) ▾



Hi Skanda,

Here is the list of Selected candidates from the drive. Please inform them about their selection and I am sharing one form with them to fill up before sending an offer.

1. Anchita Diwan
2. Shreya Arora
3. Tanishq Handa

Thanks,  
Kirti Verma

# Kaidoko



Anish Batra 15 May  
to [Nihaan, me](#) ▾



Dear Team

Hope you are keeping safe and healthy.

We give our sincere thanks to the placement cell, students and staff for their enthusiastic participation in the recruitment process!

Please inform the following candidates about the selection:

1. **Vani Sharma (Cleared)**
2. **Adith Gopala Krishna (Cleared)**
3. **Mohd Nadeem Ansari (Waitlisted)**

We will be sharing the offer letters of *cleared* candidates within 5-7 days, and keep you posted with the status of *waitlisted* candidates. Please feel free in case of any queries!

Looking forward to working with you again in the future.

Regards  
Anish Batra  
Director

[www.kaidoko.com](http://www.kaidoko.com)

*Ab MIND ki baari hai!*



# Skuad

Greetings from Skuad!

We are extremely happy to share with you the final list of candidates. Along with this mail you'll find an excel sheet attached to it where in we have clearly stated the status of all the candidates who qualified for the GD round on the selection process day.

We would need the following details for the candidates marked in green or yellow:

- Home address
- Joining date preference

Once we have received the following information from your end, we will roll out the offer letters to them.

Kindly inform the candidates accordingly.

Thanks and Regards,

Ipsita Biswas,  
Skuad.



SVC Final List - Skuad.xlsx



Name	No.	Email ID	Status
Ayushi Sharma	9650985071	sharmaayushi8300	Finalised to be hired as Talent Acquisition Executive
Ayushi Sharma	9650985071	sharmaayushi8300	Finalised to be hired as Talent Acquisition Executive

2020-21  
**TIER 3**

# Deloitte USI

Deloitte USI | Final Selects 

Inbox Ritika

B Bhongade, Ankit... 8/21/2020  
to me  

**Deloitte.**

Deloitte Consulting India Private Limited | August 21, 2020



## List of selected candidates

Dear Team,

Thank you for participating in the 2020 Deloitte Campus Recruitment.

On behalf of Deloitte, we would like to thank you for all your support and collaboration.

As a follow-up to the 13 offers communicated verbally (Final selects list attached), we need duly filled attached sheet for the students selected from your institution.

We will be reaching out to each of these selected candidates for key information/documents to release the offer.

Please feel free to write to us if you have any questions.

Best regards,

**Campus Team**

Sr. No.	First Name	Last Name
1	Muskan	Abrol
3	Abhinav	Nagpal
6	Yuvraj	Pahuja
8	Nishika	Sharma
9	Kaushik	Patwari
10	Ratika	Maan
11	Mansi	.
13	Mahika	Agarwal
15	Govind	Bansal
17	Tanu	Jha
19	Prakshal	Jain
20	SARA	ARORA
22	Ishita	Gupta

# KPMG India

## Sri Venkateswara College || Invitation for Campus Hiring 2020-21: Selects Inbox



Sharma, Srishti 25 Aug 2020  
to me, Yogja, Komal ▾



Hi Mahika & Placement Team,

Thank you for facilitating our recruitment process. Below mentioned students have been selected for the RC-GRCS opportunity at KPMG India.

**Please ensure that below students signs out of any other recruitment processes or any alternate roles and confirm their offer acceptance to us latest by 26<sup>th</sup> Aug 6PM.**

**In case of any changes/deviations, please do keep us posted.**

Congratulations and we welcome them to KPMG family!

S.No	Campus	Candidate Name	Designation offered	Email ID	Contact No
1	SVC	Shanya Sinha	Analyst	<a href="mailto:shanya.sinha.ss@gmail.com">shanya.sinha.ss@gmail.com</a>	9810366902
2	SVC	Muskan Saluja	Analyst	<a href="mailto:muskansaluja13@gmail.com">muskansaluja13@gmail.com</a>	9999748473
3	SVC	Karan Saggi	Analyst	<a href="mailto:Karansaggi3103@gmail.com">Karansaggi3103@gmail.com</a>	9958561187
4	SVC	Ayush Bathla	Analyst	<a href="mailto:ayush.bathla@gmail.com">ayush.bathla@gmail.com</a>	9953239476
5	SVC	Bhumi Sharma	Analyst	<a href="mailto:bhumisharma8@gmail.com">bhumisharma8@gmail.com</a>	9910091280
6	SVC	Tushar Chawla	Analyst	<a href="mailto:tushar.svcpcell@gmail.com">tushar.svcpcell@gmail.com</a>	9953768277

# Employment Express

---

Date: Tue, Jan 5, 2021, 12:18 PM  
Subject: Documentation@ Employment Express-  
Sri Venkateswara College(DU)  
To: <[ayushisarra3@gmail.com](mailto:ayushisarra3@gmail.com)>,  
<[kirtibamne38@gmail.com](mailto:kirtibamne38@gmail.com)>,  
<[golulokesh913@gmail.com](mailto:golulokesh913@gmail.com)>,  
<[nadeem7379563325@gmail.com](mailto:nadeem7379563325@gmail.com)>,  
<[kathaitmohit10@gmail.com](mailto:kathaitmohit10@gmail.com)>,  
<[muskanbhatt18@gmail.com](mailto:muskanbhatt18@gmail.com)>,  
<[25sheetalverma@gmail.com](mailto:25sheetalverma@gmail.com)>,  
<[simranbansal1804@gmail.com](mailto:simranbansal1804@gmail.com)>,  
<[ns2907146@gmail.com](mailto:ns2907146@gmail.com)>,  
<[Sunainabahiwal03@gmail.com](mailto:Sunainabahiwal03@gmail.com)>,  
<[akash200094@gmail.com](mailto:akash200094@gmail.com)>,  
<[sharmavani777@gmail.com](mailto:sharmavani777@gmail.com)>  
Cc: Siddharth Tarkunde  
<[siddharth.svcpcell@gmail.com](mailto:siddharth.svcpcell@gmail.com)>

Dear Candidate,

Greetings from Employment express!

We are pleased to initiate your on-boarding process to join our ever growing team of young professionals. As discussed, request you to share the below mentioned documents at the earliest, subject to which I may initiate your secondary on-boarding steps-

1. LOI received on successful completion of test
  2. PAN
-

# Wise Finserv



ritvik.singh 26 Jan



to Navya, shalvichawla, me ▾

Hi Navya

Please find the list of candidates shortlisted/finalised by us for the mentioned role . [@shalvichawla](#) will be in contact with the respective candidates to conduct the follow-up HR Rounds .

1. Megha
2. Keshav Agarwal
3. Shashank Gupta
4. Sejal Makhija
5. Richa Jha
6. Aarushi Maheshwari

I thank and commend your excellent organization and coordination and also thank The Placement Cell ( SVC ) for such a good support to their students .

Thanks & Regards

---

**Ritvik Singh Rautela**

Executive Assistant to C.E.O & C.I.O



# Wipro

Hi Team,

Greetings from Wipro!

Below are the candidates who have cleared Wipro Interview rounds. We will release the Letter Of Intent to the selected candidates soon that has to be accepted within 2 days.

It includes the breakup of the salary and other details.

Note- Offers are subjected to auditing and document verification.

Person : System ID	Person : First Name	Person : Middle Name	Person : Last Name	Person : Email Address	Person : Primary Phone Number (Campus)
20835198	AYUSHI		BHASIN	<a href="mailto:bhasin.ayushii@gmail.com">bhasin.ayushii@gmail.com</a>	7017556644
20835466	Aditi		Vaswani	<a href="mailto:aditi171000@gmail.com">aditi171000@gmail.com</a>	9599113504

# Studio Mosaic



9<sup>th</sup> February, 2021

Dear Sanskriti,

Congratulations! We are delighted to confirm your job appointment with Studio Mosaic. We believe that you will be a valuable asset to our company and will play an important role in our stupendous growth journey. During this association, Studio Mosaic will provide you with a fantastic platform to grow and hone your skills in the space of technology and marketing, especially mobile apps.

On confirmation, you will take up the position of **Marketing Associate** which would be based out of our office at 2/50, Lower Ground Floor Sarva Priya Vihar, New Delhi. Although, in the current scenario you will be working remotely till we resume office. You will initially be on probation for a period of 3 months. At the end of your probation period, based on your performance, you will be offered a permanent employment opportunity and will be assigned a team and a designation commensurate to the role you will be taking up. Your cost to the company (CTC) for the first year of employment shall be **INR █ lacs** per annum, subject to all necessary tax deductions, as applicable. The break-up of your compensation shall be provided at the time of joining.

As a confirmation of acceptance of this offer, please sign the second copy of this letter in the space provided and return it to us, latest by Friday i.e 12th February 2021.

If accepted, you are expected to join us at 10:30 am on **1<sup>st</sup> June, 2021**, subject to the successful completion of your college examinations. Your joining date shall be postponed in case your college examinations have not been completed by then.

We look forward to a fulfilling and successful association with you as a valued member of Studio Mosaic.

Regards,

**Akhil Chandra**  
Founder & CEO  
Studio Mosaic

ACCEPTED

**Sanskriti Khemka**

Date:  
Contact No.:  
Address:



9<sup>th</sup> February, 2021

Dear Devansh,

Congratulations! We are delighted to confirm your job appointment with Studio Mosaic. We believe that you will be a valuable asset to our company and will play an important role in our stupendous growth journey. During this association, Studio Mosaic will provide you with a fantastic platform to grow and hone your skills in the space of technology, sales and marketing, especially mobile apps.

On confirmation, you will take up the position of **Business Development Associate** which would be based out of our office at 2/50, Lower Ground Floor Sarva Priya Vihar, New Delhi. Although, in the current scenario you will be working remotely till we resume office. You will initially be on probation for a period of 3 months. At the end of your probation period, based on your performance, you will be offered a permanent employment opportunity and will be assigned a team and a designation commensurate to the role you will be taking up. Your cost to the company (CTC) for the first year of employment shall be **INR █ lacs** per annum, subject to all necessary tax deductions, as applicable. The break-up of your compensation shall be provided at the time of joining.

As a confirmation of acceptance of this offer, please sign the second copy of this letter in the space provided and return it to us, latest by Friday i.e 12th February 2021.

If accepted, you are expected to join us at 10:30 am on **1<sup>st</sup> June, 2021**, subject to the successful completion of your college examinations. Your joining date shall be postponed in case your college examinations have not been completed by then.

We look forward to a fulfilling and successful association with you as a valued member of Studio Mosaic.

Regards,

**Akhil Chandra**  
Founder & CEO  
Studio Mosaic

ACCEPTED

**Devansh Tandon**

Date:  
Contact No.:  
Address:

# EXL Service

EXL | Documents Required Inbox

Mansi



Ruchika Parashar 8 Apr  
to [aarushikandra00@gmail.com](mailto:aarushikandra00@gmail.com), me



Hi Amrit,

Greeting of the day.

Kindly share the following with us as early as possible:



Ruchika Parashar 8 Apr  
to [dhruv.m2604@gmail.com](mailto:dhruv.m2604@gmail.com), me



Hi Dhruv,

...

[VIEW ENTIRE MESSAGE](#)

Updated  
Application Fo...

 Spreadsheet



Ruchika Parashar 24 May  
to [mrigank2704@gmail.com](mailto:mrigank2704@gmail.com), me



Hi Mrigank,

...

This electronic mail message and any file sent with it are intended solely for the named recipients and may contain confidential and proprietary business information of ExlService and its affiliates. If you are not a named recipient,

# DigiVersal

Dear Bhavya,

Thanks for going through the selection process patiently during the shortlisting and finalization.

We would like to offer you the position of Intern – Academic Research in DigiVersal, Noida with effect from "01-06-2021", wherein your performance during the training period will be evaluated after 3 Months, and if found at par with the mutually agreed performance criteria, you will be issued a separate offer of employment with the company at an estimated package of INR [REDACTED] p.m. (where in INR [REDACTED] p.m. is QPLC); Subject to tax deductions as per GO norms). Your emoluments shall be subject to statutory deductions applicable from time to time.

**Reporting Day: Tuesday, 1st June 2021, at 10:00 AM**

**Office Address: [REDACTED]**

**Contact Person - Sanchita.**

The criteria of evaluation would be based on your daily output (word count) and quality of work (clients' feedback and rating). You are expected to reach 3000 words per day target while maintaining the quality rating between 3.5-5.0.

Please find the attached Letter of Intent for your perusal, below.

As a token of your acceptance to the offer, please ensure to revert on this email within 24 hours, failing which, this offer will be null & void.

**Note: Please, ensure to submit the self-attested copy of all the mentioned documents in the attached checklist. Failing to do so, will lead to postponing your DOJ.**

**Important Note: Background verification of the information and documents provided by you will be done within 10 days of your acceptance of offer/joining (in case you join immediately). In case it has been found that any false information/documents have been provided by you, it will lead to termination of employment on an immediate basis without payment of any dues for the number of days worked.**

Following are the links of our page on LinkedIn and Facebook:-

1. <https://www.linkedin.com/company/digiversal-consultants/>
2. <https://www.facebook.com/DigiVersalIn/>

Best Regards

Swaja Bajaj



Web: [www.digiversal.in](http://www.digiversal.in)

Partner Brands: [WritoVersal](#) [TutorOpedia](#) [JobVersify](#)

# TravClan



Ananya Suneja 24 Mar  
to Sachika, me, Campus ▾



Hi,

We're glad to tell you that we've selected the following students from your college.

- 1) Ishika Gupta (Operations Associate)
- 2) Manya Gheek (Business Development Associate/Account Manager)
- 3) Shruti Sharma (Business Development Associate/Account Manager)

We will be reaching out to them with their offer letters and other details shortly,  
Thank you for an eventful drive!

Regards



**Ananya Suneja**

Human Resources, TravClan

# Willis Towers Watson



Jain, Achint (Gurgaon) 19 Apr  
to [Siddharth, Disha, me](#) ▾



Dear Siddharth,

I am pleased to inform you that **Mitaksh Gupta** and Manavi Tripathi have been selected for the Actuarial Analyst role. You may extend the news to them and they should expect a call from our side today.

Meanwhile, Vanshika couldn't clear her interview, so her candidature will not be pursued further.

With this we wrap up the graduate recruitment process for the batch 2021 and on behalf of Willis Towers Watson team, I thank you for your help and support which you extended for this hiring process. It is much appreciated.

Let me know if you have any questions.

# The Climber



Navya Simran Chhabra 24 Apr

to me ▾



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

From: **Edwin Joseph**

Date: Sat, 24 Apr 2021 at 7:38 PM

Subject: List of placed candidates - MyCaptain | The Climber

To: <[navyac.svcpcell@gmail.com](mailto:navyac.svcpcell@gmail.com)>

Cc: Sreelakshmy A

*Greetings from The Climber!*

*We would like to inform you that 1 student of your institution has been placed with climber knowledge and careers Pvt. Ltd (MyCaptain), on the campus placements, held from 15/4/2021 to 22/04/2021. We would like to congratulate all the students and placement cell who trained them to perform their best in the interviews.*

*The below attached includes the list of selected candidates.*

Name	Email Id
Anchita Diwan	<a href="mailto:anchitadiwan7@gmail.com">anchitadiwan7@gmail.com</a>

*The Letter of appointments (LOA) of all the selected candidate is attached along with the mail, please deliver the LOA's to the students and return to us with the signed LOA Before 27/04/2021.*

*Once again we would like to thank the entire placement team, HOD, and The Dean for the smooth and successful conduct of the placement process for the 2021 batch. We would like to continue the relationship with your Institution in the future. Also please provide us the contact number of all the selected candidates*

# Ubreathe



Sanjay Maurya 26 Apr



to Muskan, me ▾

Hi Muskan,

As discussed over the phone, please find the selected candidate for the final placement -

Prarthana Prakash

Request you to kindly confirm that the process has been completed and the candidate is placed with us and would not be sitting for further placement process.

Thanks,  
Sanjay



# EY India



Archana Yadav 3 May

to me, Ria ▾



Dear Pranjul ,

Please find list of shortlisted once for offer from our campus drive last week .

<b>Candidate First Name</b>	<b>Candidate Last Name</b>
Maulik	Goel
Piyush	Popli



# Dare2Compete



Yashita Agrawal 10 May



to Soumya, me, \_pranjul.svcpcell ▾

Hi Soumya,

We are happy to inform you that we have onboarded Nimit from your esteemed institution for the Program Manager profile. Thank you for conducting the process smoothly and congratulations to the team as well.

Unfortunately, we couldn't select other students based on the interview. Please inform the other candidates about the same. We wish them the best in their future endeavors

We look forward to a fruitful collaboration in the future. Stay Safe!

Best Regards

**Yashita Agrawal**

[Dare2Compete](#)

# Top Hire



Somya Shruti 12 May



to Muskan, Sameer, Priyal, Charu, me ▾

Hi Muskan,

Thank you for your email. We are very happy to have given an offer to **Kosha Trivedi**.

I have filled the feedback form. It was a great experience connecting to all the students, and thank you for your coordination and support which helped us a lot during the process.

Hope to connect again in the future!

Best wishes,

# Plan Reality Consulting



Rabbani Suri 12 May



to me ▾

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

From: **kanishka kaushik**

<

Date: Wed, May 12, 2021 at 6:55 PM

Subject: Re: Sri Venkateswara College || Plan  
Realty Consulting Placement Opportunity

To: Rabbani Suri <[rabbani.svcpcell@gmail.com](mailto:rabbani.svcpcell@gmail.com)>

Hi Rabbani,

As per the interview we have selected three candidates Neha, Sanjeev Kumar Yadav and Shreya Goel. Congratulations!

I will share the offer letters of the selected candidates with you soon.

# Clear Exam

Offer Letters Inbox



HR Clear Exam 31 May  
to [S, me, Rajan](#) ▾



Dear Placement Coordinator,

On behalf of the entire Clear Exam Team, we select the following candidates and welcome them to the Clear Exam team.

We are very excited about having the candidates of Sri Venkateswara College on our team. Please forward them their offer letters. We look forward to working with the candidates and giving them a great learning experience.

Please find the offer letters attached herewith. In case of any inquiries please feel free to contact.

## OFFER LETTER



Dear Tarun Arya,

With reference to your job application and subsequent interview with us, we are pleased to offer you the employment and designation of "Management Trainee Sales" in our organization **ClearExam Learning Pvt. Ltd.**

Your joining date is from **July 1, 2021**, in work from home profile. You may be required to join the office after some time at our Delhi Office.

We will be starting your employment initially with **2-month** training and your employment will be confirmed based on your performance after successful completion of 2 months.

### TOTAL COMPENSATION

Component	Monthly	Annual	Payment Cycle
Fixed			Monthly
Variable			Quarterly
ESBF			24 Months
			<b>CTC</b>

### Note:

- Salary structure will be applicable only after successful completion of 2 months training and good performance.
- Variable salary will be based on performance and to be released on quarterly basis.
- ESBF will be released after successful completion of 2 years employment.
- During the training period (first two months) you will be entitled to get 8% post GST of revenue collected from admission as stipend.

### Job Responsibilities:

- Handling incoming calls and calling on the student database.
- Taking online video counselling and face to face counselling at the centre.
- Making regular follow-ups through phone and email.
- Convert counselling into admission.
- Post admission services and coordination with students and faculties.

Your office timing would be 9 hours per day from 10 am to 7 pm.

Please send soft copy of the following documents for company HR record:

- Pan Card
- Aadhar Card
- Education Qualification – 10<sup>th</sup>, 12<sup>th</sup>, Graduation: Marksheet or Certificate

Please acknowledge the same.

We look forward to your joining our team and a successful association.

Warm Regards,  
Assistant Manager – Human Resource

## OFFER LETTER



Dear Udit Manral,

With reference to your job application and subsequent interview with us, we are pleased to offer you the employment and designation of "Management Trainee Sales" in our organization **ClearExam Learning Pvt. Ltd.**

Your joining date is from **July 1, 2021**, in work from home profile. You may be required to join the office after some time at our Delhi Office.

We will be starting your employment initially with **2-month** training and your employment will be confirmed based on your performance after successful completion of 2 months.

### TOTAL COMPENSATION

Component	Monthly	Annual	Payment Cycle
Fixed			Monthly
Variable			Quarterly
ESBF			24 Months
			<b>CTC</b>

### Note:

- Salary structure will be applicable only after successful completion of 2 months training and good performance.
- Variable salary will be based on performance and to be released on quarterly basis.
- ESBF will be released after successful completion of 2 years employment.
- During the training period (first two months) you will be entitled to get 8% post GST of revenue collected from admission as stipend.

### Job Responsibilities:

- Handling incoming calls and calling on the student database.
- Taking online video counselling and face to face counselling at the centre.
- Making regular follow-ups through phone and email.
- Convert counselling into admission.
- Post admission services and coordination with students and faculties.

Your office timing would be 9 hours per day from 10 am to 7 pm.

Please send soft copy of the following documents for company HR record:

- Pan Card
- Aadhar Card
- Education Qualification – 10<sup>th</sup>, 12<sup>th</sup>, Graduation: Marksheet or Certificate

Please acknowledge the same.

We look forward to your joining our team and a successful association.

Warm Regards,  
Assistant Manager – Human Resource

# FIS Global

RE: EXTERNAL: Re: Sri  
Venkateswara College || FIS  
Global Placement Opportunity



Inbox



Dimri, Arvind 3 Jun



to Medha, me, pranjul.svcpcell ▾

Dear Medha,

Please find below the final results. The recommended student will be contacted for the salary & benefit briefing session tomorrow.

Sr. No.	Date	College	Name	Phone Number	Email ID	Recruiter	CEFR	Status
#REF!	3-Jun	Venkys	Kuhu Sharma	9501355218	<a href="mailto:for.kuhu.sharma@gmail.com">for.kuhu.sharma@gmail.com</a>	Daman	60	Recommended Hire
#REF!	3-Jun	Venkys	Priyanshu Yadav	7023541388	<a href="mailto:priyanshu106@gmail.com">priyanshu106@gmail.com</a>	Daman	38	<b>Not Recommended</b>

Thank you for your support.

*Best regards,*

*Arvind*

2019-20

## Offer Letter

January 28, 2020  
Vanjul Kumar

Dear Vanjul,

We are pleased to offer you the role of a Junior Research Analyst at McKinsey & Company (henceforth referred to as the Firm) at its India Knowledge Centre at Gurgaon with effect from June 01, 2020 subject to the terms and conditions set out in this Offer Letter.

Your annual base compensation will be INR [REDACTED]

You will also be eligible for an annual performance-linked variable bonus, which is paid in December, pro-rated for tenure with the Firm in a calendar year in the range of in the range of 0-25% of your base compensation. This will be calculated on the basis depending on factors including performance, market benchmarking, etc.

You will also be eligible for benefits as set out in the Firm's policies. These benefits and policies are subject to change as per the Firm's discretion. Please refer to the Annexure 1 for details of your compensation breakup, benefits, and entitlements.

The offer is based on the following terms and conditions:

### 1. General conditions

On joining the Firm, you are required to comply with the Firm's policies that cover many of our values and professional obligations, including the Proprietary & Confidential Information Agreement, Data Privacy Notice, Outside Activities Policy, Board Policy and the Personal Investment Policy. These policies, among other things, prohibit Firm members and members of their household from purchasing or selling publicly traded securities of any client of the Firm. You are at all times expected to behave in a manner consistent with the Firm's values and that brings credit to yourself and to the Firm. You are also required to follow office policies and procedures, as described in the memorandums communicated to you and as may be amended from time to time.

You agree to comply with the Firm's decision should it consider it necessary or appropriate to change your job title, reporting relationships, job duties and responsibilities, the legal entity that you are employed with and the jurisdiction where you are expected to perform your duties (despite location of your residence) on the basis of your performance or the Firm's business requirements. Further, you agree that the Firm has the discretion to transfer or relocate you to another office within the Firm, if the need arises.

Any such change shall not be deemed to violate the terms of this Letter or constitute any basis for constructive or involuntary termination of employment, provided that your base salary is not reduced and other remuneration for services rendered to the Firm is not substantially reduced.

McKinsey Knowledge Centre India Private Limited  
3rd Floor, Block III, Vatika Business Park, Sector - 49,  
Sohna Road, Gurgaon - 122018. (Haryana), India  
Telephone +91 (124) 333 1000, +91 (124) 613 1000  
Fax +91 (124) 613 2416



## 2. Probation

You will be on probation for 6 months from the Effective Date. This period may be extended at the Firm's sole discretion, for a further period of 6 months depending on your performance, for which a written probation-extension notice will be issued. If you do not receive any such communication, you will be deemed confirmed on completion of the first 6 months.

During your probation period, for the first six months, you and the Firm are at liberty to terminate your services at any time by giving 15 days notice and without being required to assign any reason thereof, or with payment of 15 days salary in lieu of such a notice.

## 3. Communication

Should the Firm wish to formally communicate with you about your employment:

(a) In the absence of any written communication about a change of address, all communications will be sent to the address in the application and shall be deemed to have been received by you.

(b) Any written communication given to you in the presence of witnesses or displayed on a notice board in the office will be deemed to have been given to you.

## 4. Confidentiality and Non-Disclosure

*Client Confidences.* McKinsey's clients expect that McKinsey will hold all business-related information about the client, including the fact of our service or the nature or specifics of the engagement, in the strictest confidences ("Client Confidences"). You acknowledge that, during the course of your employment, you will have access to such Client Confidences.

*Confidential Information.* You acknowledge that, during the course of your employment, you will have access to and will create information relating to McKinsey's business that provides McKinsey with a competitive advantage, that is not generally known by persons not employed by McKinsey and that could not easily be determined or learned by someone outside McKinsey ("Confidential Information"). Such Confidential Information, whether or not explicitly designated as confidential, includes both written information and information not reduced to writing, and includes information that is not publicly known and provides McKinsey with a competitive advantage, including information about clients, referral sources, internal corporate policies and strategies, pricing, financial and sales information, personnel information, forecasts, business and marketing plans.

*Duty to Preserve Client Confidences and Confidential Information.* You agree not to use or disclose, without the prior written consent of McKinsey, both during and after your employment by McKinsey, Client Confidences and Confidential Information, except as may be necessary in the good faith performance of your duties to McKinsey.

*Firm Property.* You acknowledge that all devices, documents and materials, in hard copy or electronic form, received, created or used by you in connection with your employment with McKinsey are and will remain the property of McKinsey. You agree to return all such devices (which are owned by the Firm), documents and materials (including all copies) prior to your termination of employment and agree that, during or after your employment, you will not, under any circumstances, without the written consent of McKinsey, disclose those documents and materials to anyone outside McKinsey or use those devices, documents and materials for any purpose other than in connection with work performed as an employee for McKinsey.

## 5. Intellectual Property

You agree to fully and promptly disclose to McKinsey, without additional compensation, all ideas, original or creative works, inventions, discoveries, computer software or programs, trading strategies, statistical and economic models, improvements, designs, formulae, processes, production methods and technological innovations, whether or not patentable or copyrightable, which, during your employment with McKinsey, are made, conceived or created by you, alone or with others, during or after usual working hours, either on or off your job, and which are related to the business of McKinsey or which relate in any way to tasks assigned to you by McKinsey ("Intellectual Property"). You acknowledge that McKinsey owns all such Intellectual Property rights as works made for hire to the fullest extent of the law. You agree that such Intellectual property conceived or created by you shall be regarded as being made under a contract of service with McKinsey. For the avoidance of doubt, you hereby assign to McKinsey all such Intellectual Property rights, including the rights to sublicense or transfer any of the rights assigned hereunder, in any and all media now known or hereafter developed, along with all existing causes of action, known or unknown. You agree that such assignment shall be perpetual, worldwide and royalty free. Notwithstanding the provisions of section 19(4) of the Copyright Act, 1957, you agree that such assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if McKinsey does not exercise the rights under the assignment within a period of one year from the date of assignment. You further acknowledge and agree that you shall waive any right to and shall not raise any objection or claims to the Copyright Board with respect to the assignment, pursuant to Section 19A of the Copyright Act, 1957. You agree, at any time during or after your employment, to sign all papers and do such other acts and things, at McKinsey's expense, as McKinsey deems necessary or desirable and may reasonably require of you to protect McKinsey's rights to such Intellectual Property, including applying for, obtaining and enforcing patents or copyrights with respect to such Intellectual Property in any and all countries. You further agree not to use or disclose, without the prior written consent of McKinsey, both during and after your employment by McKinsey, Intellectual Property, except as may be necessary in the good faith performance of your duties to McKinsey.

## 6. Data Protection and Consent

Your personal data will be processed by the Firm for the purposes of your work as employee. To learn more about how McKinsey handles and protects your personal data, please review the McKinsey Data Privacy Notice that has been provided to you with these documents. You must sign the Data Privacy Notice to consent to our processing of your personal data in the manner described in the Data Privacy Notice.

## 7. Termination

After confirmation of service, we reserve the right to terminate your services by providing you 2 months' notice or by paying 2 month's salary in lieu of notice. Similarly, you will be at liberty to terminate your services with the Firm by providing 2 months' notice. It is mandatory to serve the notice period; however, we reserve the right to relieve you at an earlier date at our discretion. Please note, if any information provided by you at the time of interview is found to be false or incorrect, or in case of any misconduct during the course of your employment, your services are liable to be terminated without any notice or payment of salary in lieu thereof.

## 8. Suspension

The Firm may exercise this right in connection with an investigation relating to a misconduct or values breach. Any period of suspension shall be determined and informed to you beforehand.

McKinsey Knowledge Centre India Private Limited  
3rd Floor, Block III, Vatika Business Park, Sector - 49,  
Sohna Road, Gurgaon - 122018. (Haryana), India  
Telephone +91 (124) 333 1000, +91 (124) 613 1000  
Fax +91 (124) 613 2416

The Firm reserves the right to terminate all or any of your duties without notice for such period and on such terms as it considers appropriate, including a requirement that you will not attend at the Firm's premises or contact any of its clients, suppliers or staff. The Firm can exercise this right at any time (including during a period of notice terminating your employment) and whether or not it is in connection with a disciplinary investigation. Throughout any period of suspension, your salary and other benefits to which you are entitled shall continue to be paid or provided by the Firm.

## 9. Post-employment Restrictions

You understand and acknowledge that during the course of your employment, you will receive sensitive and confidential information belonging to McKinsey and its clients. Such information, irrespective of its format, is valuable to McKinsey and its clients and cannot be used or shared with any of McKinsey's or its clients' competitors in any manner for a reasonable period.

Unless otherwise agreed, you undertake with McKinsey (for itself and each relevant client) that for a period of 12 months after you were last actively involved on an engagement for any client of McKinsey you will not:

(a) Accept any position with, or

(b) Perform or provide management consulting services for, any business which is competitive or likely to be competitive with the business of McKinsey or any such client of McKinsey and its affiliates (or any associated company of such client). With respect to clients for the avoidance of doubt, you agree that this 12-month restriction applies both whilst you are employed by McKinsey and if this 12 month period has not yet expired when your employment with McKinsey terminates then the restriction shall continue to apply after your employment with McKinsey has terminated for the remainder of the 12 months

Non-solicit: You agree that for a period of 12 months following termination of your employment with the Firm, you shall not, directly or indirectly:

- (i) solicit, encourage, or induce or attempt to solicit, encourage, or induce any (A) employee, vendor, partner or consultant of the Firm to terminate his employment, contract or consultancy with the Firm, or any (B) prospective employee with whom the Firm has had discussions or negotiations within six months prior to the termination of your employment, not to establish a relationship with the Firm,
- (ii) induce or attempt to induce any current client to terminate its relationship with the Firm, or
- (iii) induce any potential client with whom the Firm has had discussions or negotiations within six months prior to termination of your employment, not to establish a relationship with the Firm.

## 10. Payouts at the time of joining

Should you leave the Firm within a year of joining, you will be liable to refund to the Firm any notice buyout, joining bonus, and relocation amount paid at the time of joining.

## 11. Background Checks and verification

You recognize and approve the Firm's right to verify your credentials either directly or through a third-party agency. In case such verification indicates that the necessary information/documents have not been provided by you or information provided is false/inaccurate, the Firm reserves the right to terminate your employment forthwith. In such an event, no benefits, including remuneration, will accrue to you under this offer of employment.

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## 12. Other Interests

You must devote your full time, attention and abilities to your job duties during working hours, and act in the best interests of the Firm at all times. You must not, without the Firm's written consent, be in any way directly or indirectly employed, engaged, interested or concerned in any other business, where this is or is likely to be in conflict with the Firm's interests or where this may adversely affect the efficient discharge of your duties. Doing so may be cause for termination of your employment with immediate effect.

## 13. Severability

If any provision of this Letter is held by a court of competent jurisdiction to be illegal, invalid or unenforceable, the remaining provisions shall remain in full force and effect. Any invalid or unenforceable provision of this offer letter shall be replaced with a provision which is valid and enforceable and most nearly reflects the original intent of the invalid or unenforceable provision.

## 14. Governing Law, Jurisdiction and Settlement of Disputes

This Letter shall be governed by the laws of India. The courts at Gurgaon shall have the exclusive jurisdiction over all disputes or claims between you and the Firm in relation to your employment and the terms set out in this Letter.

Please convey your acceptance of this Letter, and the terms and conditions thereto, by returning the enclosed copy duly signed. Also, you will be required to sign an additional set of documents upon joining. If you have any questions on any of the above terms, please feel free to contact the HR team at the Gurgaon office.

We wish you a successful career with the Firm!

Sincerely,

---

**Shweta Govil Singh**  
**Human Resources**  
**On behalf of McKinsey Knowledge Centre India Pvt Ltd**

### Enclosures:

1. Compensation Details
2. Benefits Sheet

I, Vanjul Kumar, acknowledge and accept the terms of my employment set out in this Offer Letter.

---

**Vanjul Kumar**  
**Junior Research Analyst**

McKinsey Knowledge Centre India Private Limited  
3rd Floor, Block III, Vatika Business Park, Sector - 49,  
Sohna Road, Gurgaon - 122018. (Haryana), India  
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**ANNEXURE 1 – COMPENSATION DETAILS.**

The breakup of the base compensation is:

COMPENSATION BREAKUP	PROPOSED MONTHLY	PROPOSED ANNUAL
<b>A. FIXED COMPENSATION</b>		
Basic		
House Rent Allowance		
Other Allowances		
Medical		
Transport		
Leave Travel Allowance		
<b>SUB TOTAL A</b>		
<b>B. RETIRALS</b>		
Provident Fund (Employer Contribution)*		
<b>SUB TOTAL B</b>		
<b>BASE COMPENSATION TOTAL A+B</b>		

Along with the above compensation, at the discretion of the Firm, you may also be entitled to a variable payout depending on factors including performance, market benchmarking, etc. You may be eligible for variable pay at the end of December each year on a prorated basis where your joining date is on or before September 30. In case your joining date is later than September 30 you may be eligible for the bonus in December of the following year. It is mandatory for you to be on the rolls of the Firm as on December 31 to be eligible for this payout

**Gratuity:** Payable as per government laws

**\*Provident fund:** An equal amount will be deducted as employee’s contribution

**Medical:** Paid on a monthly basis, subject to tax deduction. Tax benefit can be availed on submission of actual bills. Over-the-counter and outpatient medical expenses can be claimed for self and family, including dependent parents.

**Leave travel allowance:** Paid on a monthly basis, subject to tax deduction. Tax benefit can be availed on submission of travel documents twice in a block of 4 years. Current block is 2018-2021.

**Compensation review:** Our performance cycle is from January 01- December 31. For member joining after **September 30**, the review of the annual base compensation will be applicable on completion of the following year’s performance cycle.

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 Fax +91 (124) 613 2416

Shivangi Das  
3049, B-4, Vasant Kunj, New Delhi  
Delhi, 110070

October 30, 2020

Dear Shivangi Das,

We are delighted to have you join McKinsey Knowledge Centre India Private Limited (“McKinsey” or the “firm”) in the role of Junior Capabilities and Insights Analyst in Risk Practice- Knowledge support in Gurugram. This employment agreement formally confirms the terms and conditions of your employment should you accept our offer.

You agree to act in the best interests of McKinsey at all times. You agree to devote your full working time to your job duties, and any other duties as McKinsey assigns to you from time to time.

Your normal place of work will be in our office currently situated at Gurugram. Upon reasonable notice, we may change your place of work to any other location within India.

## Compensation

Your compensation is comprised of the below components. The firm formally reviews performance for purposes of compensation decisions each year, including potential eligibility for an adjustment based on performance as determined in the firm’s sole discretion.

Your compensation will be prorated based on your actual start and end date. Applicable tax withholdings and deductions will apply; please consult with your tax advisor on the taxation of payments and other terms described herein.

**Salary.** Your annual gross base salary will be payable monthly, which will be revised if you are on or move to a part-time program or unpaid leave. Salary will be structured between salary and allowances. The details of this compensation structure will be communicated to you when you join. Your starting annual compensation (including allowances and provident fund) will be INR [REDACTED] payable monthly from the date you begin work.

**Provident Fund.** Your gross annual salary includes the firm’s contribution to the Provident Fund per the requirements of the India laws pertaining to the Provident Fund.

**Performance Bonus.** You will be eligible for a Performance Bonus in December 2020. For the first calendar year, as you onboard to the firm, your annualized Performance Bonus will assume Strong performance and be set at [REDACTED]

McKinsey will determine whether to award a performance bonus and the amount of any performance bonus, taking into account such factors as the firm deems appropriate, which may include (but not limited to) performance and your adherence to firm policies and values (which can affect your status as “in good standing” at the firm, which shall be determined in the firm’s sole discretion). Any Performance Bonus will be prorated for the actual length of time you are with the firm during any year in which a Performance Bonus is awarded (including reflecting any applicable leaves of absence or reduced schedule), and you must be employed in good standing at the time a bonus is to be paid to receive the bonus. The amount of any one Performance Bonus should not be taken as an indication of any likely amount of a subsequent Performance Bonus. The firm in its sole discretion may vary its approach to bonuses in subsequent years.

## Other Benefits

**Firm Benefits.** The firm offers a comprehensive program of benefits, which includes medical, dental, life and disability insurance, as well as other benefits in accordance with applicable firm policies and plans (as they may change from time to time in accordance with applicable law). Your eligibility for firm benefits may vary depending on the nature of your employment with the firm.

You will be eligible to all maternity benefits, leave and the like as prescribed under the Maternity Benefit Act, 1961.

If for any reason you leave the firm within 12 months of your start date, you agree to promptly return the gross amount of the joining bonus and relocation reimbursement. You further acknowledge that the firm has the right to recoup this amount from any monies which the firm owes you, as they fall due and net of applicable withholding taxes.

## Absences from Work

**Leave.** You will be entitled to 18 days of Leave each year during your first and second years with the firm and 22 days annually once your tenure exceeds 2 years (for the purposes of Leave eligibility, years are defined as anniversary years, not calendar years). Leave policies may vary depending on your location and the nature of your employment with the firm.

**Probation.** Your first 6 months of employment will be a probationary period. During this probationary period, either you or McKinsey may decide to terminate the employment relationship at any time and for any reason, upon providing 15 days notice in writing or pay in lieu of notice. This period may be extended at the firm's sole discretion, for a further period of 6 months depending on your performance, for which a written probation-extension notice will be issued. If you do not receive any such communication, you will be deemed confirmed on completion of the first 6 months. Upon successful completion of the probationary period, your employment will be subject to the below termination provisions.

## Termination

After confirmation of service, either you or McKinsey may terminate your employment at any time by providing 2 months notice, and for any reason, in accordance with applicable law and as provided herein. Upon the termination of your employment you must, in compliance with applicable McKinsey policies, immediately return to McKinsey all documents, computers and any other property that belongs to McKinsey or its parents, subsidiaries, affiliates and clients, without making any copies of documents, computer software, data, or confidential or proprietary information. If asked to do so, you must inform McKinsey of any computer passwords used by you in the course of your employment. You must, if so required by McKinsey, confirm in writing that you have complied with your obligations under this provision.

At the expiration of your agreement, you understand and agree you will not be entitled to and are hereby excluded from a [redundancy/severance] payment and any claim for unfair [dismissal/termination], unless otherwise provided by applicable law.

McKinsey may terminate your employment without advance notice to you if it has reasonable grounds to conclude that you engaged in gross misconduct, including theft, fraud, unauthorized disclosure of Confidential Information, violation of any law or regulation, material breach of firm policy, or conduct damaging to McKinsey's reputation, clients or employees.

## Garden Leave

The firm may at any time during your notice period require you to remain away from our premises; to work from home; to carry out special projects outside the normal scope of your duties; not to contact clients; not to contact any other employee or one of our contractors without our permission and not to carry out some or all of your normal duties. We may appoint another person to carry out any of your duties at such times. If we exercise this right, you will receive the salary and benefits to which you are entitled, and you must: (i) continue to comply with your implied duties, including those of good faith and fidelity; and (ii) continue to comply with the express duties set out in this contract, except those from which we explicitly release you.

## Payment In Lieu of Notice

Whether you or McKinsey gives notice to terminate your employment, McKinsey reserves the right to pay you the salary you would have been entitled to receive for your notice period (or the remainder, if notice has already been given) instead of requiring or allowing you to work your notice period.

During any required notice period, McKinsey may direct you not to perform some or all of your responsibilities, and to direct or limit your contact with McKinsey clients or personnel.

## Post-Employment Protections

This offer is also contingent on your signing the attached Post-Employment Protections Agreement, which will include certain post-employment restrictions.

## Firm Obligations and Policies

Our values, which guide how we serve clients and treat one another, are at the very heart of our firm. Upon joining the firm, you will be required to comply with all applicable firm policies, as they may change from time to time. The most current versions of our policies are available on the firm intranet. You will receive certain policies to review and sign, including but not limited to:

1. Outside Activities and "Take Time" Policy, which states, among other things, that our firm members must avoid engaging in outside activities such as additional employment (to include building/operating/advising on start-ups) or political or business activities that potentially create conflicts of interest with the firm or its clients;
2. Personal Investments Policy, which among other things, prohibits firm members and members of their households from purchasing or selling publicly traded securities of any client of the firm; and
3. Board Membership Policy, which among other things, prohibits firm members from sitting on the board of directors of any privately or publicly owned company (charitable organizations are generally permissible).

**Data Privacy.** We ask you to review the McKinsey HR Privacy Notice, which describes how we handle and protect your personal data in connection with our employment processes and activities. By signing below, you also agree to review and adhere to the Global Data Protection & Privacy Policy, which describes how we handle and protect personal data in connection with our activities and duties at the firm.



## Confidentiality and Non-Disclosure

For purposes of this Section, “McKinsey” shall refer to the firm and its parents, subsidiaries and affiliates.

**Client Confidences.** McKinsey’s clients expect that McKinsey will hold all business-related information about the client, including the fact that they are doing business with McKinsey and the specific matters on which they are doing business, in the strictest confidences (“Client Confidences”). You acknowledge that, during the course of your employment, you will have access to such Client Confidences.

**Confidential Information.** You acknowledge that, during the course of your employment, you will have access to and will create information relating to McKinsey’s business that provides McKinsey with a competitive advantage, that is not generally known by persons not employed or engaged by McKinsey and that could not easily be determined or learned by someone outside McKinsey (“Confidential Information”). Such Confidential Information, whether or not explicitly designated as confidential, includes both written information and information not reduced to writing, and includes information that is not publicly known and that may provide McKinsey with a competitive advantage, including information about clients, referral sources, internal corporate policies and strategies, pricing, financial and sales information, forecasts, business and marketing plans. You also acknowledge that, during the course of your employment, you may have access to and/or create personal data relating to individuals, such as employees, job applicants, external workers, customers and service providers of McKinsey and McKinsey’s clients (“Personal Data”). Personal Data is also considered Confidential Information.

**Duty to Preserve Client Confidences and Confidential Information.** During your employment by McKinsey, you agree not to use or disclose Client Confidences and Confidential Information, including Personal Data, except as may be necessary in the good faith performance of your duties to McKinsey. After your employment by McKinsey, you may not use or disclose the foregoing information without the prior written consent of McKinsey.

**Firm Property.** You acknowledge that all devices, documents and materials, in hard copy or electronic form, received, created or used by you in connection with your employment with McKinsey are and will remain the property of McKinsey. You agree to return all such devices (which are owned by the firm), documents and materials (including all copies) prior to your termination of employment and agree that, during or after your employment, you will not, under any circumstances, without the written consent of McKinsey, disclose those documents and materials to anyone outside McKinsey or use those devices, documents and materials for any purpose other than in connection with work performed as an employee for McKinsey.

## Intellectual Property

For purposes of this Section, “McKinsey” shall refer to the firm and its parents, subsidiaries and affiliates.

You agree to fully and promptly disclose to McKinsey, without additional compensation, all ideas, original or creative works, inventions, discoveries, computer software or programs, trading strategies, statistical and economic models, improvements, designs, formulae, processes, production methods and technological innovations, whether or not patentable or copyrightable, which, during your employment with McKinsey, are made, conceived or created by you, alone or with others, during or after usual working hours, either on or off your job, and which are related to the business of McKinsey or which relate in any way to tasks assigned to you by McKinsey (“Intellectual Property”). You acknowledge that McKinsey owns all such Intellectual Property rights as works made for hire to the fullest extent of the law. You agree that such Intellectual property conceived or created by you shall be regarded as being made under a contract of service with McKinsey. For the avoidance of doubt, you hereby assign to McKinsey all such Intellectual Property rights, including the rights to sublicense or transfer any of the rights assigned hereunder, in any and all media now known or hereafter developed, along with all existing causes of action, known or unknown.

You agree that such assignment shall be perpetual, worldwide and royalty free. Notwithstanding the provisions of section 19(4) of the Copyright Act, 1957, you agree that such assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if McKinsey does not exercise the rights under the assignment within a period of one year from the date of assignment. You further acknowledge and agree that you shall waive any right to and shall not raise any objection or claims to the Copyright Board with respect to the assignment, pursuant to Section 19A of the Copyright Act, 1957. You agree, at any time during or after your employment, to sign all papers and do such other acts and things, at McKinsey's expense, as McKinsey deems necessary or desirable and may reasonably require of you to protect McKinsey's rights to such Intellectual Property, including applying for, obtaining and enforcing patents or copyrights with respect to such Intellectual Property in any and all countries. You further agree not to use or disclose, without the prior written consent of McKinsey, both during and after your employment by McKinsey, Intellectual Property, except as may be necessary in the good faith performance of your duties to McKinsey.

## Other Matters

**No Conflict.** By signing below, you are affirming that you do not have any contractual or other obligations that would conflict with your responsibilities in this role, and that you are not bound by any agreement or obligation with or to any person or organization that prohibits you from accepting or continuing your employment with McKinsey and fully performing all of your responsibilities with McKinsey (e.g., non-compete agreement).

You further agree, as from the date you accept our offer and during your employment with us, not to disclose to McKinsey or its parents, subsidiaries or affiliates any information or documents you are prohibited from sharing under any contractual or other duty owed to a former employer or other party based on any other relationship, such as a self-employed relationship, or otherwise.

You agree to the undertakings set out in the attached Annex A in more detail.

**Offer and Background Check.** These offer terms are contingent upon your ability to commence employment on the above-stated start date and residing in the country of your office location as of the above-stated start date. Start dates may be subject to change based on firm needs. Any changes may modify the terms contained herein. Your employment is also contingent upon the successful completion of a background check (including additional background checks during employment, if applicable). You agree to the firm conducting such background check, either directly or through a third party. Once we receive your signed copy of this agreement, you will receive information on how to begin the background check process; we ask that you begin the process promptly. Any personal information provided by you in the application procedure forms part of this employment agreement. If such information is incorrect or you have concealed material facts or circumstances, we may contest the employment relationship and/or terminate it without notice (as permitted by applicable law).

**Immigration Compliance.** If applicable, employment is contingent upon you possessing or timely obtaining the right to work in your location of offer. Failing to do so may affect your employment and the terms enclosed herein. Where necessary, we will provide our reasonable legal and administrative support to assist you in applying for the applicable work permit and/or visa for your location of offer.

**Working with Competitors.** If you take an interim opportunity to work for any direct competitor of McKinsey or its parents, subsidiaries or affiliates prior to joining us, McKinsey reserves the right to withdraw this offer.

**Timesheets.** You must complete timesheets in accordance with McKinsey policy.

**Travel.** Your work may require travel, including both domestic and international destinations. Therefore, possession of a valid passport is required for all applicable roles (including consultants and others who will travel internationally). You understand that you have a legal and professional obligation to comply with immigration laws where you conduct business. Further, you must have the correct legal authorization to enter any country for your intended purpose. It remains your responsibility to understand your immigration status and ensure that you are entering a country in the correct immigration category for the intended purpose of travel.

**Expenses.** McKinsey will reimburse all reasonable, pre-approved expenses that you properly and reasonably incur in the discharge of your duties and subject to any other policies that McKinsey issues from time to time. You are expected to familiarize yourself with your office's Expense Policy and submit for reimbursement only those valid business expenses that are permitted under such Policy.

**Amounts Owed.** During your employment or thereafter, if you owe the firm any amount of money, McKinsey may deduct that amount (in one or more installments) from amounts it owes you, unless prohibited by law. If, on termination, you have taken Leave in excess of your accrued entitlement, you agree that McKinsey may deduct the value of this from your final salary and any other payment, unless prohibited by applicable law.

## Acknowledgment

You acknowledge that this document sets out in full your agreement with McKinsey and supersedes any prior agreement or arrangement regarding employment with McKinsey, whether written or oral.

**Severability.** If any provision herein is held to be unenforceable by a court, the remaining provisions shall be enforced to the maximum extent possible, and such provision shall be given effect to the maximum extent possible by narrowing or enforcing in part that aspect of the provision found overbroad or unreasonable. The waiver by any party to this agreement of a breach of any of the provisions herein shall not operate or be construed as a waiver of any subsequent or simultaneous breach.

**Changes to Employment.** McKinsey reserves the right to change any of the foregoing terms of employment except where prohibited by applicable law and will notify you in writing of any changes any of the foregoing terms of employment.

**Choice of Language and Law.** Both you and the firm have agreed to draft this agreement in English. The law of India will govern this agreement. Both you and McKinsey agree to the jurisdiction of the Gurugram Courts in resolving any disputes that arise under it.


We are very excited about you joining us. Please let us know by November 3, 2020 whether you will accept the terms and conditions of your employment as set forth herein. To accept, please sign electronically below to acknowledge your acceptance of our offer and the terms set forth herein.

We will be happy to answer any questions you may have about the firm or the terms contained in your offer. Please contact Neha Bhardwaj - [Neha\\_Bhardwaj@mckinsey.com](mailto:Neha_Bhardwaj@mckinsey.com) at 8860655565 if we can help you in any way. We look forward to welcoming you as a member of the firm.

Sincerely,



Harsh Sawnani  
Recruiting Manager

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Shivangi Das

# Annex A

We look forward to you starting with the firm. In the interim, and during your employment, it is understood and agreed that you will continue to observe all relevant obligations and duties owed to your current and previous employers or other parties based on any other relationship, such as a self-employed relationship, or otherwise, including but not limited to the duty of confidentiality. You undertake that you will not:

- Access confidential/protected drives for any reason (e.g. reviewing printing off old mandates, decks of advice, financial information etc.) other than genuine business reasons in furtherance of your services for your current employer or other contractual party you currently or previously worked with;
- Save or email sensitive or confidential information to a personal device or email address;
- Discuss your future employment at the firm in your current workplace other than as absolutely necessary in order to give notice, comply with any document return or destruction obligations and appropriately transition work;
- Contact during your notice period, other than for genuine business reasons, any employee of your current employer, or other contractual party you currently or previously worked with, whom you are aware are being approached as potential applicants by the firm;
- Discuss employees of your current employer or other contractual party you currently or previously worked with, with the firm;
- Create any emails at all about future plans on the IT system or devices provided by your current employer or other contractual party you currently or previously worked with. This includes in particular 'cryptic' ones to employees of your employer or the firm (e.g. 'how did it go?', 'thanks for the chat'). Any emails to friends and family should be sent from a personal email account and created on your own personal devices;
- Make calls or send text messages to the firm about future work plans from your current employer's work lines or work devices (e.g. phone/tablet), or those of any other contractual party you currently or previously worked with, or conduct any planning of your transition to the firm during work hours of your current employer, or other contractual party you currently or previously worked with;
- Use confidential information of or about your current employer, or other contractual party you currently or previously worked with, including, but not limited to, the identity of its clients, revenues, profit, key staff and their terms and remuneration, in respect of any future business plans with the firm.
- Discuss your future employment at the firm with the clients of your current employer, or other contractual party you currently or previously worked with.
- Have in your possession, whether in hard copy or electronic form, any confidential information of your current employer or its clients' post-termination of your relationship with your current employer, or other contractual party you currently or previously worked with, taking all necessary steps to ensure any personal devices are wiped of any such information.

# Annex B

## POST-EMPLOYMENT PROTECTIONS AGREEMENT

In consideration of the commencement of your employment with McKinsey Knowledge Centre India Private Limited (“McKinsey” or the “firm”), and the compensation and other benefits you will receive as an employee of McKinsey, and further to the terms and conditions set forth in your employment terms with McKinsey, and intending to be legally bound, you agree as follows:

### A. Definitions

The terms “Client Confidences” and “Confidential Information” have the meanings ascribed to them in your Employment Agreement. The “Employment Agreement” means the employment agreement, as amended from time to time, to which this Post-Employment Protections Agreement is attached. The “McKinsey Group” means McKinsey Knowledge Centre India Private Limited, its subsidiaries, affiliates, related companies and/or successors, and includes the firm.

### B. Restrictive Covenants

1. **Non-Solicitation/Non-Service of Clients.** You acknowledge that, by virtue of your employment by McKinsey, you have gained or will gain knowledge of the identity, characteristics and preferences of the McKinsey Group’s clients, among other Client Confidences and Confidential Information, and that you would inevitably have to draw on such information if you were to solicit or service McKinsey Group clients on behalf of a competing business. Accordingly:
  - a. If you are employed as, or promoted to, an Engagement Manager, Expert (or an equivalent Impact Level Green or Band 4 role), you agree that during your employment by McKinsey, and for SIX (6) MONTHS following the termination of that employment for any reason, you will not, on your own behalf or behalf of anyone else, directly or indirectly, solicit the business of or perform any services of the type you performed during your employment with McKinsey for actual or prospective clients of the McKinsey Group (i) as to which you performed services or had direct contact in the TWELVE (12) MONTH period prior to the termination of your employment with McKinsey, or (ii) as to which you had access to Client Confidences or Confidential Information during the TWELVE (12) MONTH period prior to the termination of your employment with McKinsey.
  - b. If you are employed as, or promoted to, an Associate Partner, Senior Expert (or an equivalent Impact Level Blue or Band 5 role), you agree that during your employment by McKinsey, and for TWELVE (12) MONTHS following the termination of that employment for any reason, you will not, on your own behalf or behalf of anyone else, directly or indirectly, solicit the business of or perform any services of the type you performed during your employment with McKinsey for actual or prospective clients of the McKinsey Group (i) as to which you performed services or had direct contact in the EIGHTEEN (18) MONTH period prior to the termination of your employment with McKinsey, or (ii) as to which you had access to Client Confidences or Confidential Information during the EIGHTEEN (18) MONTH period prior to the termination of your employment with McKinsey.
  - c. If you are employed as, or promoted to, a Firm Leader (or an equivalent Impact Level Indigo or Band 6 role), you agree that during your employment by McKinsey, and for EIGHTEEN (18) MONTHS following the termination of that employment for any reason, you will not, on your own behalf or behalf of anyone else, directly or indirectly, solicit the business of or perform any services of the type you performed during your employment with McKinsey for actual or prospective clients of the McKinsey Group (i) as to which you performed services or had direct contact in the TWENTY-FOUR (24) MONTH period prior to the termination of your employment with McKinsey, or (ii) as to which you had access to Client Confidences or Confidential Information during the TWENTY-FOUR (24) period prior to the termination of your employment with McKinsey.

The prohibitions contained in this paragraph shall not, however, apply to any clients you developed prior to your employment with McKinsey and without any substantial assistance from McKinsey, provided you so demonstrate in writing during your employment with McKinsey.

**2. Non-Service of/Non-Employment by Competitors of Clients Served.** You acknowledge that McKinsey Group clients provide the McKinsey Group with highly sensitive information and that your providing services to a direct competitor of a McKinsey Group client that you served during your employment with McKinsey would jeopardize the McKinsey Group's Client Confidences, Confidential Information and client relationships. Accordingly:

- a. If you are employed as, or promoted to, an Engagement Manager, Expert (or an equivalent Impact Level Green or Band 4 role), you agree that during your employment by McKinsey, and for SIX (6) MONTHS following the termination of that employment for any reason, you will not, on your own behalf or behalf of anyone else, directly or indirectly, (i) be employed by or a contractor to, (ii) solicit the business of, or (iii) perform any services of the type you performed during your employment with McKinsey for, any direct competitor of a client that you personally served in the TWELVE (12) MONTH period prior to the termination of your employment with McKinsey.
- b. If you are employed as, or promoted to, an Associate Partner, Senior Expert (or an equivalent Impact Level Blue or Band 5 role), you agree that during your employment by McKinsey, and for TWELVE (12) MONTHS following the termination of that employment for any reason, you will not, on your own behalf or behalf of anyone else, directly or indirectly, (i) be employed by or a contractor to, (ii) solicit the business of, or (iii) perform any services of the type you performed during your employment with McKinsey for, any direct competitor of a client that you personally served in the EIGHTEEN (18) MONTH period prior to the termination of your employment with McKinsey.
- c. If you are employed as, or promoted to, a Firm Leader (or an equivalent Impact Level Indigo or Band 6 role), you agree that during your employment by McKinsey, and for EIGHTEEN (18) MONTHS following the termination of that employment for any reason, you will not, on your own behalf or behalf of anyone else, directly or indirectly, (i) be employed by or a contractor to, (ii) solicit the business of, or (iii) perform any services of the type you performed during your employment with McKinsey for, any direct competitor of a client that you personally served in the TWENTY-FOUR (24) MONTH period prior to the termination of your employment with McKinsey.

**3. Non-Solicitation of Employees.**


- a. If you are employed as, or promoted to, an Engagement Manager, Expert (or an equivalent Impact Level Green or Band 4 role), or an Associate Partner, Senior Expert (or an equivalent Impact Level Blue or Band 5 role), you agree that, during your employment, and for the TWELVE (12) MONTH period thereafter, you will not, directly or indirectly, solicit, hire or seek to hire (whether on your own behalf or on behalf of some other person or entity) any person who is at that time (or was during the prior six (6) months) an employee, consultant, independent contractor, representative or other agent of any member of the McKinsey Group (a) in any country in which you are employed by McKinsey, or (b) with whom you worked with in the TWENTY-FOUR (24) MONTH period prior to the termination of your employment by McKinsey. Nor will you during your employment by McKinsey, and for the TWELVE (12) MONTH period thereafter, directly or indirectly, on your own behalf or on behalf of any other person, entity or organization, induce or encourage any employee, consultant, independent contractor, representative or other agent of any member of the McKinsey Group covered by this paragraph to terminate or reduce his or her employment or other business relationship or affiliation with McKinsey.
- b. If you are employed as, or promoted to, a Firm Leader (or an equivalent Impact Level Indigo or Band 6 role), you agree that, during your employment, and for the EIGHTEEN (18) MONTH period thereafter, you will not, directly or indirectly, solicit, hire or seek to hire (whether on your own behalf or on behalf of some other person or entity) any person

who is at that time (or was during the prior six (6) months) an employee, consultant, independent contractor, representative or other agent of any member of the McKinsey Group (a) in any country in which you are employed by McKinsey, or (b) with whom you worked within the THIRTY-SIX (36) MONTH period prior to the termination of your employment by McKinsey. Nor will you during your employment by McKinsey, and for the EIGHTEEN (18) MONTH period thereafter, directly or indirectly, on your own behalf or on behalf of any other person, entity or organization, induce or encourage any employee, consultant, independent contractor, representative or other agent of any member of the McKinsey Group covered by this paragraph to terminate or reduce his or her employment or other business relationship or affiliation with McKinsey.

### C. Other Terms

1. If, during your employment with McKinsey, your role Band level changes, for purposes of determining the relevant restrictive covenant under Section B above while you are employed with McKinsey and after its termination, your then-current position and Band level will be determinative.
2. In the event you seek or obtain employment or some other business affiliation with any person or entity other than a member of the McKinsey Group, you agree to provide that person or entity with a copy of this Post-Employment Protections Agreement ("PPA"). You also agree that McKinsey may provide a copy of this PPA to any such person or entity.
3. You acknowledge that the restrictions contained in this PPA are fair, reasonable and necessary for the protection of the legitimate business interests of the McKinsey Group, and that McKinsey will suffer irreparable harm in the event of any actual or threatened breach by you. You therefore consent to the entry of a restraining order, preliminary injunction or other preliminary, provisional or permanent court order to enforce this PPA and expressly waive any security that might otherwise be required in connection with such relief. You agree that in the event of any actual or threatened breach by you, any request for relief by McKinsey shall be in addition and without prejudice to any claim for monetary damages that McKinsey might elect to assert. You further agree to pay McKinsey's reasonable attorneys' fees and other expenses in the event McKinsey prevails in a court in enforcing any claim against you arising from or related to this PPA. In the event you violate any provision of "Section B: Restrictive Covenants" of this PPA, the time periods set forth in those provisions shall be extended for the period of time you remain in violation of those provisions.
4. If any provision of this PPA is held to be unenforceable by a court, the remaining provisions shall be enforced to the maximum extent possible. If a court should determine that any portion of this PPA is overbroad or unreasonable, such provision shall be given effect to the maximum extent possible by narrowing or enforcing in part that aspect of the provision found overbroad or unreasonable. This PPA represents the entire agreement of the parties with respect to the subject matter covered, supersedes any and all prior written or oral agreements to the extent there is any conflict in terms, and cannot be modified except in a writing signed by both parties. The waiver by any party to this PPA of a breach of any of the provisions of this PPA shall not operate or be construed as a waiver of any subsequent or simultaneous breach.
5. For the avoidance of doubt, should any conflict exist with respect to your post-employment restrictions, the terms of this PPA will take precedent over any other terms.
6. This PPA shall be governed by and construed in accordance with the laws of India. The parties hereby submit to the exclusive jurisdiction of the courts of the Indian state where the firm home office to which you reported is located for any dispute arising out of or relating to this PPA.
7. You acknowledge that you understand the terms and conditions set forth in this PPA and have had adequate time to consider whether to agree to them and to consult a lawyer or other advisor of your choice if you wish to do so.

**McKinsey Knowledge Centre India Private Limited**

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**Shivangi Das**



# McKinsey HR Privacy Notice

McKinsey (“McKinsey” or “firm” or “we”) is committed to respecting your privacy and protecting your personal data, which is any information that is capable of identifying you as an individual.

This Data Privacy Notice (“Privacy Notice”) describes how we handle and protect your personal data in connection with our People processes and activities. In case of a conflict between this Privacy Notice and applicable law, applicable law will govern.

This Privacy Notice only applies to the personal data of our firm members<sup>1</sup>. Separate rules apply to the personal data of our external workers<sup>2</sup>, clients, vendors or any other person from whom McKinsey collects personal data for other purposes.

## Personal data we collect

The type of personal data we collect from you and the ways that we process it are determined by the requirements of the country in which you perform work for the firm, and not the country in which you reside.

We collect personal data at various stages during a working relationship, such as when you apply for a role with us, when we create a personnel file or engagement record, and through the management of our relationship with you. For example, we may collect:

- basic information like name, surname, address, contact information;
- employment administrative data (e.g., degrees, trainings, professional references, work experience);
- bank information;
- employment and occupation related information (e.g., duties, classification, compensation, other benefits, absences, holidays); and
- performance and development related information.

We may also collect, under certain circumstances and to the extent permitted by local law, sensitive personal data, which is a subset of personal data and includes information about your ethnicity, health, trade union membership, religious beliefs, and sexual orientation. For instance, we may collect information related to health to manage a workplace accommodation for a medical condition or to manage sickness absence, or information about ethnicity, religion or sexual orientation to monitor and maintain our diversity commitments. In addition, where permitted by applicable law, McKinsey collects data related to criminal offences or proceedings to perform background checks.

## Use of your personal data

We use your personal data to address our responsibilities as your employer, to comply with our legal obligations, and to support activities related to administration and business management of our People Functions. For instance, we use your personal data:

- to support payroll processes and to administer the employment relationship, including employee performance and career management;
- to staff resources on clients’ engagements;
- to provide health benefits;
- to create tax returns and social declarations;

<sup>1</sup>In this Privacy Notice, the term “firm member” is limited to any member of our firm who is employed by the firm through an employment contract or an offer letter for employment and expressly excludes external workers (see below).

<sup>2</sup>In this Privacy Notice, the term “external worker” refers to any individual who comprises part of the firm workforce supporting activities of the firm, but who is not employed by the firm. They may be engaged through a personal service company (e.g., LLC), through a vendor, through a partnering arrangement, or, in a few, select circumstances, as an individual.

- to secure McKinsey facilities and its information technology and telecommunications systems;
- to sustain the McKinsey Alumni program;
- to protect McKinsey's legal rights and to facilitate compliance with our legal and contractual obligations and
- to share with medical professionals or law enforcement in the event of an emergency or other incident, such as when the health or safety of one or more individuals may be endangered.

We may also analyze your personal data or aggregated/pseudonymized data to improve our recruiting and hiring processes, to augment our ability to attract and retain successful candidates, and to better understand the composition, performance and well-being of our workforce.

We do not make personnel-related decisions based solely on automated processing without human intervention.

Our processing of your personal data for the purposes mentioned above is based on the following grounds:

- in part, on our need to perform a contract of employment with you (for example to pay you and manage your career);
- in part, on our need to comply with our legal obligations, in particular under labor and employment law (for example to create tax returns and investigate any grievances) and to comply with applicable reporting obligations under local law (for example on equal treatment / pay); and
- in part, on our legitimate interests in operating our business and protecting the firm (for example to staff resources on client engagements, and to secure our facilities and systems).

## Data recipients and international data transfers

Your personal data may be disclosed to recipients within our organization and with third parties in the country where you are located and in different countries (which may include countries where you have fewer rights than you have in your country of residence). For instance, your personal data may be processed by:

- our firm members at other McKinsey companies other than the entity that employs you, as well as external workers working for the firm (e.g., members of the HR / IT / Professional Development / Staffing departments);
- clients and business associates of McKinsey;
- our legal and professional advisors;
- suppliers and providers of services (e.g., benefit providers, transportation and hotel vendors, background check vendors) engaged by us at local or at global level; and
- government authorities (e.g., for tax purposes, immigration purposes).

We have implemented data transfer measures that are designed to ensure appropriate data protection of your personal data. In most cases and where legally appropriate, we rely on EU Model Clauses.

## Data retention

If McKinsey employs you, any relevant personal data collected during the recruiting period will become part of your personnel records and will be retained in accordance with specific country requirements. Some of the data may be also retained beyond the termination of our employment relationship with you, but in no event longer than the period of time required or permitted by applicable law.

After the termination of your employment relationship with McKinsey, you may be eligible to join the McKinsey Alumni program. If you participate in this program, certain personal data will be retained until you decide to opt-out of the program.

## Analyzing the way McKinsey uses information technology

McKinsey is frequently looking for new ways to understand and improve how we use our information technology and communication tools. Accordingly, we may collect and analyze data on how our workforce uses our information technology (e.g., how many emails we send, when we send them, how we communicate internally and externally). Many of these projects use aggregate data (e.g., assessing information across a functional group, office, or firm-wide), but some projects may involve more specific analysis of individual communications. Any analytics will be conducted in accordance with applicable law.

## Acceptable use of McKinsey information technology resources

McKinsey reserves the right to review, monitor, and/or disclose any information communicated using the firm's information technology resources (including email) to prevent, detect, and/or investigate, any activity that may affect the security of the firm's systems or information (including client information). Further, McKinsey reserves to the right to review, monitor, and/or disclose any information in the manner set forth above:

- if we are required to do so by law or legal process;
- to law enforcement authorities or other government officials;
- when we believe disclosure is necessary or appropriate to prevent physical harm or financial loss or in connection with an investigation of suspected or actual illegal activity;
- if disclosure is necessary to protect the vital interests of a person;
- to protect our property, services and legal rights;
- to prevent fraud against McKinsey, our subsidiaries, affiliates and/or business partners;
- to aid in the investigation of a suspected or actual breach of confidential information, firm policy, or a security incident of any kind;
- to support auditing, compliance, and corporate governance functions;
- to protect our know-how and business secrets; or
- to comply with any and all applicable laws.

Monitoring and related activities may be conducted only by authorized firm members or third parties acting on their behalf, subject to appropriate safeguards and as consistent with applicable law. You should not use the firm's information technology resources to send, receive or store non-work-related information which you, or those with whom you communicate, consider private in nature.

## Your rights

We take reasonable measures that are designed to keep your personal data accurate, complete, and up-to-date, but please let us know if we need to correct or update any of your personal data.

Depending on applicable law, you may have certain rights related to your personal data. For instance, you may have the right:

- to request access and obtain a copy of your personal data;
- to rectify or delete your personal data;
- to object to the processing of your personal data;
- to provide us instructions as to the processing of your personal data in case of your death; and
- to lodge a complaint with a competent data protection authority.


Depending upon the circumstances and the request, we may not be permitted to provide you with access to your personal data or otherwise fully comply with your request, such as where producing your information may reveal the identity of someone else.

To help protect your privacy and security, we may take reasonable steps to verify your identity before granting you access to your personal data. We will make reasonable attempts to promptly investigate, comply with, or otherwise respond to your requests as may be required by applicable law.

We reserve the right to charge an appropriate fee for complying with your request where permitted by applicable law, and/or to deny your request where your request is excessive, or otherwise unacceptable under applicable law.

**McKinsey reserves the right to modify this Privacy Notice. We will post any changes to our Privacy Notice on the McKinsey Cybersecurity and Data Privacy site. Please check this page regularly to keep up-to-date.**

By signing below, you agree that the firm processes and transfers your personal data as described in this Privacy Notice.

DocuSigned by:  
  
528129C97B1B453...

Shivangi Das

# Compensation Breakdown Annex

Component	Amount
1. Basic Salary	INR [REDACTED]
2. House Rent Allowance	INR [REDACTED]
3. Conveyance/Leave Travel Allowance	INR [REDACTED]
4. Special Allowance	INR [REDACTED]
5. Employers Contribution to Provident Fund	INR [REDACTED]
<b>6. Total Base Salary (Sum of 1-5)</b>	<b>INR [REDACTED]</b>
7. Performance Bonus	INR [REDACTED]
<b>8. Total Compensation (Sum of 6-7)</b>	<b>INR [REDACTED]</b>

CONFIDENTIAL

**Letter of Intent**

January 21, 2020

Dear **NANDANI JAIN**

We are pleased to offer you the role of "Junior Research Analyst" at McKinsey & Company – India Knowledge Centre.

All of us who met with you feel that you have a unique opportunity for a successful career with the McKinsey Knowledge Centre. We are excited at the prospect of having you join our Knowledge Centre, and will do our utmost to ensure that you have a productive and rewarding career with us.

The indicative base compensation being offered to you is INR [REDACTED]. We are in the process of revisiting our compensation levels and your detailed offer letter with your final compensation details will be shared with you subsequently.

You will also be eligible for an annual performance linked bonus paid in December. You will also, be entitled to perks such as medical & life insurance, various loan benefits, Transport facility etc.

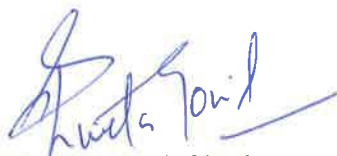
Upon joining the Firm, you will be asked to comply with the terms of several policies that express many of the values inherent in our professional obligations, including the Proprietary & Confidential Information Agreement and the Personal Investments Policy. These policies among other things prohibit Firm members & members of their household from purchasing or selling publicly trading securities of any client of the Firm. Your work location could be any of the Firm's offices as per the business requirement.

This offer stands valid subject to positive reference checks, production of academic degrees and previous work experience certificates if applicable.

Please indicate your acceptance by countersigning the second copy of this letter and returning it to us.

We wish you a successful career with McKinsey & Company – India Knowledge Centre!

Sincerely,



Shweta Govil Singh,  
Human Resources,  
On behalf of McKinsey Knowledge Centre India Pvt Ltd

<b>Compensation Summary</b>	
Basic Salary	[REDACTED]
Special Allowance	[REDACTED]
<b>Base Salary</b>	[REDACTED]
Employer's PF	[REDACTED]
<b>Total Fixed compensation</b>	[REDACTED]
Indicative Bonus Percentage	[REDACTED]
<b>Target first year CTC</b>	[REDACTED]
Individual Performance Bonus	0 to [REDACTED]
<b>First year CTC Range (min/max)</b>	[REDACTED]

## Employment Offer Letter

03 January 2020

Dear Hrithik Sethi,

We are delighted to offer you the position of Business Development Manager, at Vivish Technologies Pvt. Ltd., at Gurgaon, Haryana, India. You are requested to join us on 3 June 2020. Your Compensation details are:

Fixed Annual Salary	██████████ Lakh Rupees)
Performance based Incentives	You will be eligible for quarterly sales incentive plan as per company policy. The details will be shared with you once you join us
Total Cost to Company	██████████ Lakh Rupees)

Detailed salary break up in Annexure A

The employment agreement letter (with detailed terms and conditions of employment) will be provided to you on your Date of Joining. You are required to be free from all encumbrances from your previous employer and have your relieving letter at the time of joining.

Congratulations!  
For Vivish Technologies Private Limited



Abhishek Kumar  
Director



**Annexure A**

<b>SALARY COMPUTATION</b>		
<b>Components</b>	<b>Per Annum</b>	<b>Per Month</b>
Salary Component		
Basic		
HRA		
Fuel Allowance		
Special Allowance		
Gross CTC		
Employer Contribution		
PF Employer		
Fixed_CTC		
<b>Total CTC</b>		
Deductions		
PF Employee		
Professional Tax		
Net Take Home		

Note : Deductions as applicable. (Deduction- PF, Tax, PT)  
For Vivish Technologies Private Limited



Abhishek Kumar  
Director



Edukey Intelligent Sy... 18/3/2020  
to me ▾



Dear Ishita,  
Kindly find attached the interview slots for tomorrow and communicate them further to all the candidates.  
Also, send me a confirmation if the candidates who did not answer your call today will be sitting for the interview tomorrow or not.

Ayushman	B.Sc (P) LifeSciences	7982331023	<a href="mailto:ayushman.svc@gmail.com">ayushman.svc@gmail.com</a>	Sales	05:00
Geetanjali Gidda	B.Sc (H) Biological sciences	9871905750	<a href="mailto:gidda.geetanjali19@gmail.com">gidda.geetanjali19@gmail.com</a>	sales	05:15
Shreya Setia	B.A. (H) Economics	9643217543	<a href="mailto:shreyasetia105@gmail.com">shreyasetia105@gmail.com</a>	Sales	05:30
Nisha Garg	B.Sc (P) LifeSciences	9773685765	<a href="mailto:ngarg0199@gmail.com">ngarg0199@gmail.com</a>	marketing	05:45
Rohit Saini	B.Com (H)	9910362900	<a href="mailto:rohitsaini7797@gmail.com">rohitsaini7797@gmail.com</a>	marketing	06:00
Tejas Dhingra	B.Com (P)	8800680009	<a href="mailto:tejasdhingra28@gmail.com">tejasdhingra28@gmail.com</a>	sales	didn't pick up
Deepanshu Saini	B.Com (H)	9996959798	<a href="mailto:deepanshusakshi@gmail.com">deepanshusakshi@gmail.com</a>		Didn't pick up
Divyanshu Dembi	B.Sc (H) Physics	9821052448	<a href="mailto:divyanshu3504@gmail.com">divyanshu3504@gmail.com</a>	Operations	Didn't pick up



### Team EduKEY

EduKEY Intelligent Systems Pvt. Ltd.

A: 91-Springboard, Mohan Estate, Delhi - 110044

[www.edukey.co.in](http://www.edukey.co.in)



Edukey Intelligent Sy... 25/3/2020

to me ▾



Dear Ishita

Following is the list of people selected for the internship:

Ayushman

Dhanishtha khullar

Hemant Fuleriya

khushboo Tehlan

Nisha Garg

[Show quoted text](#)

[Show quoted text](#)

OFFER LETTER

26<sup>th</sup> May 2019

To,  
Mr. Yogesh Kumar ,

Haygot Services Private Limited (“Company”) is delighted to offer you employment on the following terms:

- 1. Position and Date of joining:**Your position in the company will be of an **Academic Consultant**, after successful completion of the training program. You will join the company on **30<sup>th</sup> May 2019**.
- 2. Reporting and Employment Location:** You will initially report to **AGM-Sales**. Your initial employment location will be **Okhla**.

The Company reserves the right to change your reporting manager or your employment location, based on business requirements.

- 3. Compensation:** Your total compensation is divided between a fixed component and revenue-based incentives. The fixed component is **Rs. [REDACTED]** per annum, paid monthly.

You can earn revenue-based incentives every week. This amount of weekly incentives can go up to 15% of the generated revenue. For example, if you generate [REDACTED] revenue, you will earn [REDACTED] incentives.

Please note that the Company’s incentive structure and your targets may be amended, based on the business requirements of the Company and the same shall be conveyed to you.

- 4. Training Period:** All Academic Consultants undergo a training program. This program starts on the date of your joining and runs for 6 months. During these 6 months, you will operate as a **Trainee Academic Consultant**.

The training period will be a combination of classroom sessions along with On the Job Training. A Trainee Academic Consultant will be required to undertake sales assignments. There will be periodic performance reviews against targets defined by the Company. A successful completion of training with achievement of targets will lead to your confirmation as an **Academic Consultant**. An unsuccessful review may lead to extension of training period or end of your employment.

**Separation during the training period**

In the event, you choose to leave the Company during the period of the training program, you will be required to serve a 7 days notice period, unless the Company waives such requirement, at its sole discretion.

- 5. Probation:** On successful completion of the training program, you will be on probation (“Probation Period”) for 6 (six) months. Your employment with the Company, during the Probation Period, can be terminated any time either by you or the Company, for any reason whatsoever. Depending on the circumstances of your separation from the Company, you will be required to serve a notice period of 7 days or be entitled to notice pay worth 7 days.

During the Probation Period, you will have a monthly revenue target of **Rs. [REDACTED]** (approximately) or as amended by the Company from time to time, depending on business requirements.

- 6. Confirmation (after Probation):**

After completion of the Probation Period, your employment with the Company shall be confirmed. You will continue to have the same revenue target.

Your employment with the Company is for no specific period of time. Post confirmation of your employment after the Probation Period, each party shall have the right to terminate the employment at any time and for any reason whatsoever, with or without cause, by giving a 30 days’ notice in writing.

2018-19

## Contract of Employment (Let's make India proud)

Date: 26/08/2019

To,  
**Isha Bohit**

Dear Isha,

We are pleased to offer you the position of English Trainer with us, here at Golingo and we hope you will enjoy your role and make a significant contribution to the success of the business.

- **Commencement Date**

Your employment will commence on 23/09/2019 here.

- **Location**

Your reporting will be based at Golingo's Aix-en-Provence office required to work at client locations at Aix-en-Provence, Marseille and Nice determined by the needs of the business.

- **Position**

English Trainers

- **Term**

This is a contract is valid 12 months.

- **Probationary Period**

A two-month Probationary Period will apply to this role. During this time, you will receive advice, training and guidance to help you become familiar with, and competent in, performing the work you have been appointed to do. The appointment is subject to the satisfactory completion of the Probationary Period which itself is subject to termination during any stage, by either party, upon (15 Day's notice in writing), or by payment instead of notice.

- **Remuneration**

Your monthly remuneration would be 

- **Payment**

Your salary will be paid monthly on the 5<sup>th</sup> working day of every month.

- **Termination**

The minimum period of 60 days notice required to be given to the employer by the employee in case of either party wishes to terminate the contract.

The company may terminate your employment at any time without notice if: You are guilty of serious misconduct or you are in material breach of a provision of this contract, including confidentiality undertakings. Following the termination of your employment, you will be required to return all company property.

- **Hours of Work**

In general hours of business, it is expected that you will work an average of 6 hours per day and (35) hours per week during general business hours. From time to time, you will be required to work reasonable additional hours or after hours when necessary to perform your duties. Overtime payments or time in lieu will be calculated if applicable.

- **Privacy**

You are required to observe and uphold all of the Company's privacy policies and procedures as implemented or varied from time to time. Collection, storage, access to and dissemination of employee personal information will be in accordance with privacy legislation.

- **Confidentiality of Information**

During your employment, you may become aware of information relating to the business of Golingo, including but not limited to client lists, and client details and pricing structures.

Confidential information, including client lists, pricing structures and any documents created by you in the course of your employment remain the sole property of Golingo. You shall not, either during or after your employment, without the prior consent of the Golingo, directly or indirectly divulge to any person or use the confidential information for your own or another's benefit.

- **Leave:**

You will be entitled to leave as per law in force and as laid down in the Standing Orders of the company. Three days advance intimation is required to be given for availing leave. In the event of a sick leave, you will be required to furnish a doctor's certificate for the period of leave. The company follows a strict schedule and late comings are discouraged unless otherwise notified by you in advance. Late marks will be accorded to you for every late entry with one day of absence counted for every three late marks.

- **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. In case at a later date any of your statements/particulars furnished are found to be false or misleading or your performance is not up to the mark or falls short of the minimum standard set by the company, the company shall have the right to terminate your services forthwith without giving any notice notwithstanding any other terms and conditions stipulated therein.

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

- **Jurisdiction**

All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen in the boundary of France and only Labour courts (**conseil de prud'hommes**) in France shall have jurisdiction to determine the same.

We would like to take this opportunity to welcome you to Golingo and wish you a long and rewarding career with us.

Employment as per this offer is subject to your being medically fit.

We congratulate you on your offer 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 leaders. We assure you of our support for your professional development and growth.

For Golingo

**Note: This is an E-Offer it doesn't require Signature.**



# Fwd: BCG Offer | Bhavya

Malik Inbox Ritika



**bhavya malik** Mar 20  
to me



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

From: **Menon, Nandini**  
Date: Thu, May 14, 2020 at 1:58 PM  
Subject: BCG Offer | Bhavya Malik  
To: [bhavya.malik99@gmail.com](mailto:bhavya.malik99@gmail.com)  
<[bhavya.malik99@gmail.com](mailto:bhavya.malik99@gmail.com)>  
Cc: Mehta, Nitin  
Akanksha  
Manmeet  
Itika

, Sah,  
, Sandhu,  
, Sharma,

Dear Bhavya,

We are pleased to confirm our offer of employment to you as a **Junior Specialist** in the **Knowledge Support Services Team** with the India office of **Boston Consulting Group (BCG)**, based at **Gurugram**.

Please refer to the below grid for your salary break-up and benefits. As a next step, please do respond to this email with your acceptance note by **May 25, 2020**. After we receive your acceptance note, we will stay in touch and advise on further course of action.

Also enclosed are relocation guidelines applicable only to those who are relocating from non-Delhi/NCR locations.

Component/Description	Amount	Notes
Basic Salary	₹ 1,00,000	Fixed to match or better position for similar position in the market. ₹ 1,00,000 - 1,20,000
Special Allowance	₹ 50,000	
Dearness Allowance	₹ 50,000	
Gratuity	₹ 1,00,000	Gratuity for 10 years of service (10% of Basic Salary + Special Allowance + Dearness Allowance)
Medical Insurance	₹ 1,00,000	Medical Insurance for self and family (₹ 1,00,000 per annum)
Life Insurance	₹ 1,00,000	Life Insurance for self and family (₹ 1,00,000 per annum)
Relocation Allowance	₹ 1,00,000	Relocation Allowance for self and family (₹ 1,00,000 per annum)
Home Loan Interest Subsidy	₹ 1,00,000	Home Loan Interest Subsidy for self and family (₹ 1,00,000 per annum)
Other Benefits	₹ 1,00,000	Other Benefits for self and family (₹ 1,00,000 per annum)

*This offer is also contingent upon BCG's satisfaction with the results of a background check. By accepting this offer, you consent to the use and disclosure of your personal information by BCG or its agent for the purposes of completing a background check and agree to execute such further consents, releases of information and authorizations as necessary for BCG or its agent to perform the background check. In addition, BCG may require you to execute a release of information and authorization for BCG or its agent to perform background checks.*

*In case of a discrepant verification report, BCG and/or its agent shall investigate reason for discrepancy, which can result in a deferred start date. If the final report continues to be discrepant post investigation, BCG holds the right to revoke your offer or terminate your employment with immediate effect.*

**We look forward to welcoming you on board!**

Till such time if you have any questions please reach out to me.

Regards,  
**Nandini Menon**  
Recruiting Assistant - Global Specialty Businesses

7. **Company policies:** You shall be bound by any and all policies and procedures of the Company, which may change from time to time. The management of the Company reserves the right to amend and update the policies and procedures of the Company.
8. **Absence/Leave:**  
Uninformed or unapproved absence from work for a continuous period of 3 days or beyond the period of approved leave, without prior approval of the reporting manager shall result in automatic termination of your employment without any further notice unless the Company waives such requirement.
9. **Reimbursement for Expenses:**  
You will be reimbursed directly for reasonable expenses incurred by you in performance of your duties, in accordance with the Company's Expense Policy.
10. **Laptop Policy**  
You will be required to carry your own laptop. The company will pay you laptop reimbursement as per the **Bring Your Own Device (BYOD) policy**.
11. **Indemnity**  
You are required to indemnify and keep indemnified the Company against any and all claims, damages, losses etc., which the Company might suffer, on account of any breach by you of any of the terms of your employment or the terms of any policy of the Company. The Company shall, in addition to any other remedies available by law, be entitled to an injunction restraining you from breaching or otherwise violating any terms of your employment.
12. **Understanding:**  
This letter contains the entire understanding between the parties and supersedes all previous agreements and/or arrangements relating to engagement with the company.
13. The management of the Company reserves the right to amend the policies of the Company.

We hope that you find the above-mentioned terms acceptable. Kindly indicate your agreement with these terms and accept this offer, by signing and dating the duplicate original of this letter and returning them to the Company.

We welcome you to our organization and look forward to your contribution to the growth of the organization and yourself.

Sincerely,  
On behalf of **Haygot Services Private Limited**



Abhishek Jha  
General Manager – Talent Acquisition  
26<sup>th</sup> May 2019

I have read and hereby accept this letter and terms thereof:

(Signature)  
Yogesh Kumar  
30<sup>th</sup> May 2019

Annexure

Employee name - Yogesh Kumar  
Designation - Academic Consultant  
Date of Joining - 30<sup>th</sup> May 2019

Compensation structure

Category	Component	Monthly	Yearly
Taxable	Basic		
	HRA		
	Children Education Allowance		
	Statutory Bonus		
	Special Allowance		
Reimbursements	LTA (1)		
	Professional Training & Development		
	Books & periodicals		
<b>Gross Salary</b>			
Retirals	PF contribution (employer)		
	ESIC contribution (employer)		
<b>Base cost to company (CTC)</b>			
Deductions	PF contribution (employee)		
	ESIC contribution (employee)		
	Professional Tax (2)		
<b>Net Pay before tax</b>			
Variable sales incentives (3)			
<b>Total cost to company (CTC)</b>			

- (1) Tax deduction will be based on documents and bills submission  
(2) Can change as per state norms and monthly gross income  
(3) Will be paid out in salary cycle after completing 1 year with the company



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

From: **Generalist Campus** <[generalist-campus@hyd.deshaw.com](mailto:generalist-campus@hyd.deshaw.com)>

Date: Thu, 30 May 2019 at 5:15 PM

Subject: From the D. E. Shaw group - Offer Letter

To: <[saloni.svcpcell@gmail.com](mailto:saloni.svcpcell@gmail.com)>

Cc: Generalist Campus (Hyd) <[generalist-campus@hyd.deshaw.com](mailto:generalist-campus@hyd.deshaw.com)>

Dear Saloni,

Congratulations on being offered a position in D. E. Shaw India Private Limited, Hyderabad.

Please find attached a soft copy of your offer letter. Kindly sign the offer letter and mail us the scanned copy of your offer acceptance by 5:00 PM on 31<sup>st</sup> May.

Do feel free to get in touch with us for any further queries.

We look forward to welcoming you on board!

Regards,  
Angad Dev Roy,  
Human Capital | Talent Acquisition  
D. E. Shaw India Private Limited

**D. E. Shaw India  
Private Limited**  
(Formerly D. E. Shaw India  
Software Private Limited)

Plot No. 573, B & C, Road No. 1  
Jubilee Hills, Hyderabad - 500 096  
Telangana, India

+91 40 6639 0000  
+91 40 4016 4284  
www.deshawindia.com  
CIN: U72200TG1996PTC025388

28-May-19

Ms. Pragati Sharma  
Flat No. 261, Plot No. 10, Heritage Apartment  
Sector-1, Dwarka, New Delhi-110075

Dear Pragati:

It is a sincere pleasure to make this formal offer for the position of Associate in our organisation.

In the event that you accept our offer and join our organisation, you will be paid a gross compensation of [REDACTED] (Rupees [REDACTED] Only) per year. You will be eligible for an annualized variable compensation in an indicative range of ₹ [REDACTED] (Rupees [REDACTED] Only) for the year 2019 contingent on you being employed by the organization when the variable compensation is paid out. This amount may be finalized based on the organisation's and your individual performance and is subject to change at the discretion of the organization. Total compensation is [REDACTED] Lakhs Only) per year. The details of the compensation are attached as Annexure I for your reference.

You will also be eligible for a signing bonus of ₹ [REDACTED] (Rupees [REDACTED] Lakh Only) which will be payable along with your first salary.

You will be eligible for an award of [REDACTED] Only) under the organization's applicable Long Term Incentive program. These amounts are payable at the end of each calendar year as detailed in Annexure I of this letter. All payments under this program are contingent on your being employed by the organisation when the award is paid out, and is subject to the terms and conditions of the said program.

You are required to confirm your acceptance of the employment offer within three (3) days of receipt of this letter by signing the copy of this letter enclosed. This offer of employment is liable to be invalid in case we do not receive your acceptance of offer in writing within the stipulated time.

Our offer is contingent on:

- (i) the successful completion of your background checks and verification of your credentials, testimonials, successful completion of all requirements of the graduation course, reference checks, and other particulars mentioned by you in your application at the time of your appointment, and
- (ii) your acceptance of the terms of the organisation's employment agreement and policies existing and modified from time to time.

You will be required to join the organisation on or before 17-Jun-19. Please report at 10:00 hrs. You may be required to work in a different time zone (non-India) depending upon the internal group allocation. Should you accept this offer, in case of termination for any lawful reason/resignation of services; either party will be required to give two months' notice in writing.

Once again, we express our unanimous excitement at the prospect of your joining the organisation. We look forward to the prospect of a long and mutually rewarding professional relationship.

Best Wishes,

  
Chaitanya Gorrepati  
Authorized Signatory

**DE Shaw & Co**

Accepted

-----  
Pragati Sharma

**Annexure I**

**Details of Compensation**

Name : Pragati Sharma

Position : Associate

	₹	₹
A. Monthly Salary		
• Basic Salary		
• House Rent Allowance (40% of Basic Salary)		
• Flexible Benefits		
B. Standard Benefits		
• Organization Contribution to Provident Fund		
• Gratuity		
Gross Monthly Compensation		
Gross Yearly Compensation		
C. Variable Compensation		
<b>Total Compensation</b>		

<b>LTI vesting schedule as per the Long Term Incentive Award-2015 Program</b>			
31-Dec-20	31-Dec-21	31-Dec-22	31-Dec-23

Note:

1. The above stated long term incentive award is subject to the terms of the Long Term Incentive Award-2015 Program and the said amounts are not due until their respective vesting dated indicated above.



2. Under the Flexible Benefits, an employee is eligible to claim Income Tax benefits for all the actual expenses under Conveyance Allowance, Medical Expenses, Leave Travel Assistance, prorated from your date of joining and subject to the internal limits prescribed. Any balance amount after reimbursement under any of the benefits mentioned will be paid as Special Allowance.
3. In case of an employee joining from outside Hyderabad, relocation assistance will be provided as follows:
  - Reimbursement of actual travel expense for economy class air fare for employee.
  - Reimbursement of actual expense for shifting of personal effects subject to a maximum amount of ₹25,000.
4. An employee joining from outside Hyderabad may avail the company-paid accommodation for two weeks. To avail the facility, employee's requirement for such accommodation and travel plans need to be informed to the Human Capital Department at least 15 days prior to the date of joining.
5. In the event, a newly hired employee, relocated from outside Hyderabad terminates employment within one (1) year from the date of joining, the entire relocation assistance provided to the employee as per point 3 and 4 above will be recovered in full. The recovery will be made from the employee's final settlement dues. Any shortfall must be repaid by the employee.
6. In the event your employment is terminated by us for cause or in case of voluntary resignation within one (1) year from the date of your joining, the entire signing bonus paid to you or such proportion of said bonus as determined by the Company in its sole discretion will be deducted from the Full and Final settlement due to you and shortfall will be payable by you to the Company.
7. Breakfast, Lunch & Evening Snacks are provided to all the employees subject to change as per the organisation's policies.
8. An employee is covered under the Group Personal Accident Insurance Plan up to ₹1Crore or four times of the base salary, whichever is less.
9. An employee is covered under the Group Term Life Insurance Plan up to four times of the base salary.
10. An employee and dependent family members are provided Mediclaim Policy with a hospitalization cover of ₹5 Lakhs for the family.
11. All payments received by you and recoveries by the Company pursuant to your appointment as an employee of the Company shall be subject to any statutory deductions as per applicable laws including but not limited to tax deduction at source.



The emoluments/ CTC have been redacted owing to the confidentiality clause in the Appointment letters. The copy of letters with CTC details may be obtained from college office.