

HRD/3T/1002787930/21-22

2021-6

Infosys

Navigate your next

December 30, 2021

Ms. Divya Raut  
Fulai Nagar  
Jalna Road  
Beed-431122  
India

Ph: +91-8379019585

Dear Divya,

Welcome to Infosys!

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

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


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

Warm regards,

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

Certification signature by Richard Lobo  
<richard\_lobo@infosys.com> Validity Unknown  
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Location: Bangalore



  
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Dr. Vithalrao Vikhe Patil  
College of Engineering  
Ahmednagar

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Dear Divya,

Congratulations! We are delighted to make you an offer as **Systems Engineer Trainee** and your role is **Systems Engineer**.

Here are the terms and conditions of our offer:

#### Joining

Your scheduled date of employment with us will be **10-Jan-2022**.

#### Location

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

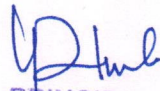
Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

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

#### Training

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



  
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**ANNEXURE - I**  
(Compensation during the Training)

**COMPENSATION DETAILS**  
(All figures in INR per month)

NAME	Ms. Divya Raut
ROLE	Systems Engineer
ROLE DESIGNATION	Systems Engineer Trainee

**1. MONTHLY COMPONENTS**

BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,400
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,800
<b>MONTHLY GROSS SALARY</b>	<b>22,200</b>

**2. ANNUAL COMPONENT**

BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	15,000
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**3. RETIRAL BENEFITS**

PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary*	25,000
<b>FIXED GROSS SALARY (1+2+3)</b>	<b>25,000</b>
<b>TOTAL GROSS SALARY</b>	<b>25,000</b>

**OTHER BENEFITS**

Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
<b>SALARY LOAN</b> (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil

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

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



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