



VISWANADHA INSTITUTE OF PHARMACEUTICAL SCIENCES

Affiliated to J.N.T.U.K-Kakinada, Approved by PCI & A.I.C.T.E, New Delhi

Mindhivanipalem (V) Sontyam(P) Anandapuram (M)Visakhapatnam (Dist) 531173

E-mail : principalvni@yahoo.co.in

**PLACEMENT & HIGHER
EDUCATION
2021-2022**



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PLACEMENT CELL ANNUAL REPORT

A.Y.: 2021-22

S.NO	Name of the Student	Qualification	Name of the Employer	Contact Details	Salary (INR Per annum)
1.	BINDU SUNEETHA	B.PHARMACY	WNS	08916696050	2.2 LPA
2.	DALAYI YAMINI	B.PHARMACY	BIOCLINICA	08216643700	2.8 LPA
3.	RAJANA KISHORE	B.PHARMACY	ALEMBIC PHARMACEUTICAL LIMITED	6300440803	3.0 LPA
4.	ROHITA TANAKALA	B.PHARMACY	CALYX	04027846885	3.8 LPA
5.	MUKALA DIVYA	B.PHARMACY	CALYX	04027846885	3.8 LPA
6.	GANGADHARA RAMADEVI	M.PHARMACY	WNS	08916696050	2.4 LPA
7.	KASARAPU ANURADHA	M.PHARMACY	WNS	08916696050	2.4 LPA
8.	NALLABELLI UMAVATHI	M.PHARMACY	WNS	08916696050	2.4 LPA
9.	KOTTURI LAKSHMI	M.PHARMACY	WNS	08916696050	2.4 LPA
10.	MALICHETLA PADMA	M.PHARMACY	WNS	08916696050	2.4 LPA
11.	DUVVARI DIVYA	M.PHARMACY	WNS	08916696050	2.4 LPA
12.	BASINA AMRUTHA	M.PHARMACY	WNS	08916696050	2.4 LPA
13.	CHANDAKA SREELATHA	M.PHARMACY	WNS	08916696050	2.4 LPA
14.	JOSYULA MEHER PRATYUSHA	M.PHARMACY	WNS	08916696050	2.4 LPA
15.	SOWJANYA ADARI	M.PHARMACY	WNS	08916696050	2.4 LPA



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16.	MURAMALLA SARVA MANGALA SUMA	M.PHARMACY	AUROBINDO PHARMA LTD	914023736370	2.4 LPA
17.	BELLA ARCHANA	M.PHARMACY	AUROBINDO PHARMA LTD	914023736370	2.4 LPA
18.	GUNTURU LAKSHMI PRIYANKA	M.PHARMACY	AUROBINDO PHARMA LTD	914023736370	2.4 LPA
19.	MYLAPALLI ANKITHA	M.PHARMACY	AUROBINDO PHARMA LTD	914023736370	2.4 LPA
20.	PENDEM ROJA RANI	M.PHARMACY	AUROBINDO PHARMA LTD	914023736370	2.4 LPA
21.	CHINTA UMA MAHESWARI	M.PHARMACY	AUROBINDO PHARMA LTD	914023736370	2.4 LPA
22.	KONETI DIVYA SRI	B.PHARMACY	AUROBINDO PHARMA LTD	914023736370	1.9 LPA
23.	PRAGADA DEEPTHI PRIYANKA	B.PHARMACY	AUROBINDO PHARMA LTD	914023736370	1.9 LPA
24.	SALAPU JHANSI	B.PHARMACY	AUROBINDO PHARMA LTD	914023736370	1.9 LPA
25.	SARAGADAM SIREESHA	B.PHARMACY	AUROBINDO PHARMA LTD	914023736370	1.9 LPA
26.	SEEDAM POOJITHA	B.PHARMACY	AUROBINDO PHARMA LTD	914023736370	1.9 LPA
27.	BURRA VANDANA	B.PHARMACY	DR REDDY'S LABORATORIES LIMITED	089142304501	1.8 LPA
28.	CHINNI SRAVANI	B.PHARMACY	DR REDDY'S LABORATORIES LIMITED	089142304501	1.8 LPA
29.	JAGGAPU UDYA SRI	B.PHARMACY	DR REDDY'S LABORATORIES LIMITED	089142304501	1.8 LPA
30.	JALLURI LIKITHA	B.PHARMACY	DR REDDY'S LABORATORIES LIMITED	089142304501	1.8 LPA
31.	PALIVELA PRIYANKA	B.PHARMACY	DR REDDY'S LABORATORIES LIMITED	089142304501	1.8 LPA
32.	PAVANI ILLAPU	B.PHARMACY	CALYX	04027846885	3.8 LPA



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E-mail : principalvnip@yahoo.co.in

33.	BONDA RAMYA SRI	B.PHARMACY	CALYX	04027846885	3.8 LPA
34.	K. SRILEKHYA	M.PHARMACY	VIGNAN INSTITUTE OF PHARMACEUTICAL TECHNOLOGY	8328131624	2.2 LPA
35.	RAJEEV SARATH	B.PHARMACY	CALYX	04027846885	3.8 LPA

A. Suneetha Devi
TPO

P. Umadevi

PRINICIPAL

Dr. P.UMADEVI
Principal
Viswanadha Inst. of
Pharmaceutical Sciences
Visakhapatnam - 531 173

WNS

Extending Your Enterprise

WNS WTS 0011

Date: January 04, 2021
Name: Bindu Suneetha Sanapathi
Emp. No: 341934

CONFIRMATION

Dear Bindu,

Congratulations – you have been confirmed to the position of Associate - Ops in WNS Business Consulting Services Pvt. Ltd. This is with effect from January 01, 2021.

All other terms and conditions of your employment remain unchanged.

We look forward to your renewed energy and continued commitment.

Thank you once again for your contribution.

Yours Sincerely,

For WNS Business Consulting Services Pvt. Ltd.



Nitin Sardana
Corporate VP – Human Resources

WNS Business Consulting Services Pvt. Ltd.
M-11 Shilpaj, Plot No. 341,
Survey No. 007/8, Model Colony,
Near Deep Bungalow Chowk, Pune 4

Regional Office : WNS Global Services Pvt. Ltd., Plot No. 10, Gate No. 4, Godrej & Boyce Complex, Firozshahpur, LBS Marg, Viharli (W), Mumbai 400 075, India

CIN: U72900MH2003PTC173792



Date: 13-Feb-21

DALAYI YAMINI
10-7-12/3, Gajuwaka,
Visakhapatnam-530026, Andhra Pradesh

Dear Yamini,

Letter of Offer

With reference to your application and the subsequent interview you had with us at Bioclinica, we are pleased to extend an offer to you as **Jr. Drug Safety Associate**. Your appointment will be effective from the date of joining, which shall be on or before 15-Feb-21 failing which the appointment shall stand automatically withdrawn. Your initial place of posting will be at our facility in **Mysore**.

Your total earning opportunity for the year is 280000/- INR in which your annual fixed compensation will be 280000/- INR. The details of your compensation are provided in (Annexure- I) hereto.

We wish to make your onboarding as smooth as possible. In order to ensure the same, you are required to submit the documents as detailed in **Annexure II** for our records and the background verification, together with the signed copy of this letter, within the stipulated time as provided below. By accepting this letter and providing the documents to us, you confirm that all the information and documents provided by you are true and correct on the date of provision of the same, and you will notify us of any change in such information or documents within 5 (five) days of such change. Further, by acceptance of this letter you consent to the use and disclosure of your information and documents by us for the purpose of undertaking background verification. As part of the Company's screening process, you will also be required to undergo a drug usage test with a certified practitioner or agency, and by accepting this letter, you consent to the collection, storage, use and disclosure of your personal data, including medical records and information, by the Company in relation to your drug usage test.

Your appointment is subject to a successful clearance of (i) background verification based on information furnished by you, and (ii) the drug usage test.

You will initially be on probation for a period of [6 (six) months] from the actual date of your joining with us. Any significant absence will automatically extend the probation period by the length of the absence. Further, your probation period may be extended for a specified period, for reasons including, incomplete background verification due to any reason attributable to you, if the designated probation period does not allow sufficient time to thoroughly evaluate your performance, etc.



ALEMBIC / HRM / 871613 /2020-2021

08 March 2021

Rajana Kishore
HN-5-2 Modurwada Vaisakapatnam,
Vaisakapatnam - 530048, Andhra Pradesh
Mobile: 6300440803

Dear Rajana Kishore,

Reference our discussion, we are pleased to select you as an Apprentice (Field) in our Summit Division based at Vizag - 2 HQ on the following terms & conditions:

1. You will undertake field working for a period of 1 Year starting 08-Mar-21 to 07-Mar-22 as Apprentice (Field).
2. You have to make your own arrangements for lodging, boarding, conveyance etc. in the HQ assigned to you.
3. You shall not claim your right as regular employee of the company, neither during the Training nor after completion of the Training.
4. Your stipend details are as per the attached Annexure –A.
5. These Terms are valid subject to clearance of your pre-employment medical check-up.
6. These Terms are valid subject to you passing the graduation examination. In case you fail to clear the examination, we reserve the right to withdraw These Terms.
7. Any instance of misconduct, breach of rules and regulation governing traineeship, neglect of your duties, insubordination, riotous behavior, insolence, absence without prior sanction, dishonesty, loss of confidence, embezzlement and accepting any commission or discount from any merchant or outsider or such behavior in contravention of traditional/ common for doing a traineeship or if you are tried and/ or convicted for any criminal offence, your traineeship are liable to be discharged and shall be dealt with appropriately.
8. In the event of your being indulging in any acts of omission or commission constituting misconduct, including unwelcome physical contact and advances and /or a demand or request for sexual favours and /or sexually colored remarks / jokes, and/or showing pornography and/ or any other physical, verbal or non-verbal conduct of sexual nature, which will tantamount to an act of moral turpitude, you shall be dealt with appropriately.

June 16, 2021

Rohita Tanakala

Dr No: 31-18-59, Venkateswara Metta, Allipuram, Visakhapatnam- 530004

Dear Rohit,

We are pleased to offer you the position of **Imaging Research Specialist**, with Heron Health Private Limited an affiliate of Calyx incorporated in India ("**Company**") under the following terms and conditions.

1. DESIGNATION, GRADE AND PLACEMENT

- 1.1 You are designated **Imaging Research Specialist**, in "**Tier 5**". Your designation is merely indicative of the responsibilities, which you are required to carry out.
- 1.2 However, it is expressly understood that your services are transferable to any of our offices/ group companies in India or abroad, at the sole discretion of the management of the Company. You can also be deputed/ seconded to any of our offices / group companies. Your location of work will be in such offices as identified by the Company from time to time.
- 1.3 Upon joining you shall also be signing the 'Employee Confidentiality, Invention & Non-Solicitation Agreement' appended as Schedule I to this letter and you shall comply with the provisions of these documents during and after the course of your employment, as the case may be.

2. DATE OF JOINING

Your date of joining would be _____. This offer is valid only up to that date. You are requested to confirm your acceptance on or before **20th June 2021**.

3. PROBATION

3.1 You will be on probation for a period of 6 months from the date of your joining the organization, which may be extended at the sole discretion of the Management. The company’s standard training period is three months out of the six months’ probation mentioned here and may vary based on the job requirement and candidate’s skills.

3.2 Your employment will be deemed confirmed and a letter will not be issued, unless otherwise communicated to you in writing for reasons not limited to performance & discipline.

4. SALARY BREAK UP:

Tier 5		
Imaging Research Specialist		
Salary Break up	Annual Gross	Monthly Gross
	INR.	INR.
Basic Pay (50% of CTC)	190000	15833
House Rent Allowance (40% of Basic)	76000	6333
PF Employer’s Contribution	22800	1900
Special Allowance	91200	7600
CTC	380000	31667

Note:

1. After joining, employees can choose the Flexi basket components from the amount specified in Special Allowance. Any balance amount after allocation will be categorized as Special Allowance.
2. Flexi basket is a combination of tax saving components that are part of your CTC.

Annexure 1

Flexi Basket

Component	Amount Up to (INR.) Per Annum
LTA	75% of 1 month basic salary
Master Health Check-up	INR 30,000
Mobile Handset Allowance	Tier 5: Up to INR 20,000

Flexible Benefits

Our organization offers a comprehensive and flexible benefits package that protects you and your family in the event of illness and provides financial assurance and wellness programs for your wellbeing. The program provides flexibility and choice to enable you to design a benefits package that best suits you and your family's needs.

None of the flexible benefits provisions form part of your contract of employment. Any benefits arising under the Flexible Benefits Scheme will be payable by or under the authority of its providers and are not guaranteed or warranted by the Company.

Other Benefits		Value (INR)	Comments
Pension	Gratuity	9134	Per Annum
Other	Transportation (Pick up & Drop Facility as per policy, transportation within 35 kms radius from office)	75000	Not a reimbursement
	Lunch	15000	Not a reimbursement
	Place of work	Hyderabad	

4.1 Notes:

- 4.1.1 Please refer the Medical Benefits Manual for details on insurance policies.
- 4.1.2 Gratuity is governed by the Gratuity act, it is accrued and only paid if employee completes 5 years of service with the Company.
- 4.1.3 For all the tax saving components in Flexi basket, you will be expected to produce bills and vouchers on a Yearly basis.
- 4.1.4 Please note, tax saving components is based on Income Tax (IT) guidelines. Components could be amended based on IT guidelines from time to time.
- 4.1.5 Your salary is strictly confidential, and you are expected to maintain the confidentiality. Any breach of this confidence will be viewed with utmost seriousness.

4.2 Taxation:

- 4.2.1 Notwithstanding any other provision in this Agreement, the Company shall be entitled to withhold any taxes or sums as required under any applicable laws, including without limitation, any taxes or assessments on professional fees, and shall accordingly be entitled to deduct such amount from the salary.
- 4.2.2 You will be responsible for the payment of all taxes including your own personal tax, and service tax to the extent applicable and that it shall be your responsibility to file all tax returns and reports with respect to any of the foregoing.

5. LEAVE

You will be entitled to leave as per the leave policy of the company. Details of accumulation and encashment etc. would be governed by company policy.

6. WORK TIMINGS

- 6.1 You will have to abide by the timings and the hours of work applicable to the company.
- 7. The Company works 8 hours a day and 5 days a week. However, there may be certain work exigencies that may require for you to stay beyond stipulated work hours.

8. GENERAL

- 7.1 You are required to adhere to the disciplinary requirements of the Company.
- 7.2 It is an express condition that the Company's personnel are whole-time employees and accordingly, you shall devote your time to the Company's business.
- 7.3 You shall not, without express permission, undertake any other business, work, or public office, on payment or otherwise. In the event of breach of this condition on your part, you will be liable for termination of your services with immediate effect.
- 7.4 You shall not give out to anyone in any manner whatsoever, particulars, or any other details of any of the matters pertaining to the Company or its working, or any other confidential information. In the event of breach of this condition on your part, you will be liable for termination of your services with immediate effect.
- 7.5 While you are in the employment of the Company, you would be governed by the Employee Confidentiality, Invention & Non-Solicitation Agreement, which is annexed to this appointment letter.
- 7.6 If any of the particulars furnished by you in your application or interview is found to be false or incorrect, your services are liable to be terminated without any notice or compensation.

9. CODE OF CONDUCT

- 9.1 You are not authorized to represent the Company at any public forums, press meetings/conferences or publish articles in magazines/newspapers unless otherwise authorized by the representative of Heron Health Private Limited which the Management decides from time to time. Any views expressed in your personal capacity will be treated as your own and not that of the Company. The Company will not be responsible or liable for any claims that may arise out of such views.
- 9.2 You will be bound by the rules and regulations as declared by the Management hereafter, from time to time, in relation to conduct, discipline, medical fitness, leave, holidays and all matters relating to terms and conditions of service, network security and usage.
- 9.3 You will abide by all statutory and regulatory laws at all times and violation of any of these will attract immediate termination of employment.
- 9.4 Please refer to the Employee Handbook, which gives you an exhaustive coverage on compliance requirements.

10. PROVIDENT FUND

- 10.1 With effect from your date of joining you will be covered under the Employees Provident Fund Scheme as per the State Employees Provident Fund Act.
- 10.2 Employee's contribution towards Provident Fund will be deducted at 12% of basic salary. It will be deducted from the monthly salary and will be accounted in the pay slip.
- 10.3 In case you are already a member, the same account could be transferred to the Company and be continued by the Company.

11. RESIGNATION / TERMINATION FROM SERVICE

- 11.1 Your services can be terminated on either side by 2months' notice or payment in lieu thereof at the sole discretion of the Management.
- 11.2 In case of any breach of trust, gross negligence of duty or for any other reasonable cause your services could be terminated without notice in which case no notice will be payable.

12. RETIREMENT

- 12.1 You will retire from the services of the Company on your attaining the age of 58 years.
- 12.2 For determination of age, the details in the documents furnished by you and verified by the Company at the time of joining, will be deemed to be final and binding.

13. TRAINING AGREEMENT

As part of your employment with Company a training agreement of two (2) years will be applied to your role. You would be provided process specific training upon commencement of your employment. On account of the same, you will be provided a hardcopy of the training agreement document post joining. You will be required to sign and hand over the training agreement document to Human Resources Department.

With your acceptance to the offer, it is deemed that you have understood the clause and agree to the condition of the agreement. In the event of you not willing to adhere to the clause of training agreement associated to your role, your offer stands withdrawn.

14. REFERENCE CHECK

Your appointment/confirmation will be subject to your being found suitable after appropriate reference checks and antecedent verification.

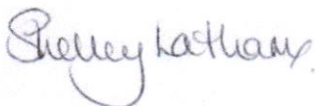
We welcome you to our organization and look forward to having a mutually beneficial association. Please sign the duplicate copy of this letter in token of your acceptance of the terms and conditions of service stated herein.

At the time of joining please bring along with you the following for our records:

1. One set of photocopies of your educational certificates
2. 5 passport size photographs.
3. Proof of date of birth in original along with 1 set of photocopies.
4. Experience certificate
5. Relieving Order
6. Form 16
7. Passport copy

Yours truly,

For **HERON HEALTH PRIVATE LIMITED,**



Latham Shelley

Chief People Officer and Senior Vice president

To indicate your understanding and acceptance of this letter, please sign below and return a copy of this letter to the HR Department.

_____ Date: _____

Probable date of Joining: _____

June 16, 2021

Mukala Divya

Dr No: 2-19-32, Marripalem, Visakhapatnam - 530018

Dear Divya,

We are pleased to offer you the position of **Imaging Research Specialist**, with Heron Health Private Limited an affiliate of Calyx incorporated in India ("**Company**") under the following terms and conditions.

1. DESIGNATION, GRADE AND PLACEMENT

- 1.1 You are designated **Imaging Research Specialist**, in "**Tier 5**". Your designation is merely indicative of the responsibilities, which you are required to carry out.
- 1.2 However, it is expressly understood that your services are transferable to any of our offices/ group companies in India or abroad, at the sole discretion of the management of the Company. You can also be deputed/ seconded to any of our offices / group companies. Your location of work will be in such offices as identified by the Company from time to time.
- 1.3 Upon joining you shall also be signing the 'Employee Confidentiality, Invention & Non-Solicitation Agreement' appended as Schedule I to this letter and you shall comply with the provisions of these documents during and after the course of your employment, as the case may be.

2. DATE OF JOINING

Your date of joining would be _____. This offer is valid only up to that date. You are requested to confirm your acceptance on or before **20th June 2021**.



3. PROBATION

3.1 You will be on probation for a period of 6 months from the date of your joining the organization, which may be extended at the sole discretion of the Management. The company’s standard training period is three months out of the six months’ probation mentioned here and may vary based on the job requirement and candidate’s skills.

3.2 Your employment will be deemed confirmed and a letter will not be issued, unless otherwise communicated to you in writing for reasons not limited to performance & discipline.

4. SALARY BREAK UP:

Tier 5		
Imaging Research Specialist		
Salary Break up	Annual Gross	Monthly Gross
	INR.	INR.
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House Rent Allowance (40% of Basic)	76000	6333
PF Employer’s Contribution	22800	1900
Special Allowance	91200	7600
CTC	380000	31667

Note:

1. After joining, employees can choose the Flexi basket components from the amount specified in Special Allowance. Any balance amount after allocation will be categorized as Special Allowance.
2. Flexi basket is a combination of tax saving components that are part of your CTC.

Annexure 1

Flexi Basket

Component	Amount Up to (INR.) Per Annum
LTA	75% of 1 month basic salary
Master Health Check-up	INR 30,000
Mobile Handset Allowance	Tier 5: Up to INR 20,000

Flexible Benefits

Our organization offers a comprehensive and flexible benefits package that protects you and your family in the event of illness and provides financial assurance and wellness programs for your wellbeing. The program provides flexibility and choice to enable you to design a benefits package that best suits you and your family's needs.

None of the flexible benefits provisions form part of your contract of employment. Any benefits arising under the Flexible Benefits Scheme will be payable by or under the authority of its providers and are not guaranteed or warranted by the Company.

Other Benefits		Value (INR)	Comments
Pension	Gratuity	9134	Per Annum
Other	Transportation (Pick up & Drop Facility as per policy, transportation within 35 kms radius from office)	75000	Not a reimbursement
	Lunch	15000	Not a reimbursement
	Place of work	Hyderabad	



4.1 Notes:

- 4.1.1 Please refer the Medical Benefits Manual for details on insurance policies.
- 4.1.2 Gratuity is governed by the Gratuity act, it is accrued and only paid if employee completes 5 years of service with the Company.
- 4.1.3 For all the tax saving components in Flexi basket, you will be expected to produce bills and vouchers on a Yearly basis.
- 4.1.4 Please note, tax saving components is based on Income Tax (IT) guidelines. Components could be amended based on IT guidelines from time to time.
- 4.1.5 Your salary is strictly confidential, and you are expected to maintain the confidentiality. Any breach of this confidence will be viewed with utmost seriousness.

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- 4.2.1 Notwithstanding any other provision in this Agreement, the Company shall be entitled to withhold any taxes or sums as required under any applicable laws, including without limitation, any taxes or assessments on professional fees, and shall accordingly be entitled to deduct such amount from the salary.
- 4.2.2 You will be responsible for the payment of all taxes including your own personal tax, and service tax to the extent applicable and that it shall be your responsibility to file all tax returns and reports with respect to any of the foregoing.

5. LEAVE

You will be entitled to leave as per the leave policy of the company. Details of accumulation and encashment etc. would be governed by company policy.

6. WORK TIMINGS

- 6.1 You will have to abide by the timings and the hours of work applicable to the company.
- 7. The Company works 8 hours a day and 5 days a week. However, there may be certain work exigencies that may require for you to stay beyond stipulated work hours.

8. GENERAL

- 7.1 You are required to adhere to the disciplinary requirements of the Company.
- 7.2 It is an express condition that the Company's personnel are whole-time employees and accordingly, you shall devote your time to the Company's business.
- 7.3 You shall not, without express permission, undertake any other business, work, or public office, on payment or otherwise. In the event of breach of this condition on your part, you will be liable for termination of your services with immediate effect.
- 7.4 You shall not give out to anyone in any manner whatsoever, particulars, or any other details of any of the matters pertaining to the Company or its working, or any other confidential information. In the event of breach of this condition on your part, you will be liable for termination of your services with immediate effect.
- 7.5 While you are in the employment of the Company, you would be governed by the Employee Confidentiality, Invention & Non-Solicitation Agreement, which is annexed to this appointment letter.
- 7.6 If any of the particulars furnished by you in your application or interview is found to be false or incorrect, your services are liable to be terminated without any notice or compensation.

9. CODE OF CONDUCT

- 9.1 You are not authorized to represent the Company at any public forums, press meetings/conferences or publish articles in magazines/newspapers unless otherwise authorized by the representative of Heron Health Private Limited which the Management decides from time to time. Any views expressed in your personal capacity will be treated as your own and not that of the Company. The Company will not be responsible or liable for any claims that may arise out of such views.
- 9.2 You will be bound by the rules and regulations as declared by the Management hereafter, from time to time, in relation to conduct, discipline, medical fitness, leave, holidays and all matters relating to terms and conditions of service, network security and usage.
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With your acceptance to the offer, it is deemed that you have understood the clause and agree to the condition of the agreement. In the event of you not willing to adhere to the clause of training agreement associated to your role, your offer stands withdrawn.



14. REFERENCE CHECK

Your appointment/confirmation will be subject to your being found suitable after appropriate reference checks and antecedent verification.

We welcome you to our organization and look forward to having a mutually beneficial association. Please sign the duplicate copy of this letter in token of your acceptance of the terms and conditions of service stated herein.

At the time of joining please bring along with you the following for our records:

1. One set of photocopies of your educational certificates
2. 5 passport size photographs.
3. Proof of date of birth in original along with 1 set of photocopies.
4. Experience certificate
5. Relieving Order
6. Form 16
7. Passport copy

Yours truly,

For **HERON HEALTH PRIVATE LIMITED,**

Latham Shelley
Chief People Officer and Senior Vice president

To indicate your understanding and acceptance of this letter, please sign below and return a copy of this letter to the HR Department.

_____ Date: _____

Probable date of Joining: _____

Date: July 13, 2021
Name: GANGADHARA RAMADEVI
Emp. No: 2717039

CONFIRMATION

Dear RAMADEVI,

Congratulations – you have been confirmed to the position of **Associate - Ops** in **WNS Business Consulting Services Pvt. Ltd.** This is with effect from **July 13, 2021.**

All other terms and conditions of your employment remain unchanged.

We look forward to your renewed energy and continued commitment.

Thank you once again for your contribution.

Yours Sincerely,

For WNS Business Consulting Services Pvt. Ltd.



Nitin Sardana
Corporate VP – Human Resources

WNS Business Consulting Services Pvt. Ltd.
Mantri Sterling, Plot No.341,
Survey No. 997/8, Model Colony,
Near Deep Bungalow Chowk, Pune-4

Registered Office : WNS Global Services Pvt. Ltd., Plant No. 10, Gate No. 4, Godrej & Boyce Complex, Pirojshanagar, LBS Marg, Vikhroli (W), Mumbai 400 079, India

CIN: U66900MH2003PTC183750

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Date: July 13, 2021
Name: KASARAPU ANURADHA
Emp. No: 2717040

CONFIRMATION

Dear ANURADHA,

Congratulations – you have been confirmed to the position of **Associate - Ops** in **WNS Business Consulting Services Pvt. Ltd.** This is with effect from **July 13, 2021**.

All other terms and conditions of your employment remain unchanged.

We look forward to your renewed energy and continued commitment.

Thank you once again for your contribution.

Yours Sincerely,

For WNS Business Consulting Services Pvt. Ltd.

Nitin Sardana
Corporate VP – Human Resources

WNS Business Consulting Services Pvt. Ltd.
Mantri Sterling, Plot No.341,
Survey No. 997/8, Model Colony,
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CIN: U66900MH2003PTC183751

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Date: July 13, 2021
Name: NALLABELLI UMAVATHI
Emp. No: 2717041

CONFIRMATION

Dear **UMAVATHI**,

Congratulations – you have been confirmed to the position of **Associate - Ops** in **WNS Business Consulting Services Pvt. Ltd.** This is with effect from **July 13, 2021.**

All other terms and conditions of your employment remain unchanged.

We look forward to your renewed energy and continued commitment.

Thank you once again for your contribution.

Yours Sincerely,

For **WNS Business Consulting Services Pvt. Ltd.**



Nitin Sardana
Corporate VP – Human Resources

WNS Business Consulting Services Pvt. Ltd.
Mantri Sterling, Plot No.341,
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Date: July 13, 2021
Name: KOTTURI LAKSHMI
SAHITYA GEETHA DEVI
Emp. No: 2717042

CONFIRMATION

Dear **GEETHA DEVI**,

Congratulations – you have been confirmed to the position of **Associate - Ops in WNS Business Consulting Services Pvt. Ltd.** This is with effect from **July 13, 2021**.

All other terms and conditions of your employment remain unchanged.

We look forward to your renewed energy and continued commitment.

Thank you once again for your contribution.

Yours Sincerely,

For WNS Business Consulting Services Pvt. Ltd.

Nitin Sardana
Corporate VP – Human Resources

WNS Business Consulting Services Pvt. Ltd.
Mantri Sterling, Plot No.341,
Survey No. 997/8, Model Colony,
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CIN: U66900MH2003PTC183754

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Date: July 13, 2021
Name: MALICHETLA PADMA
Emp. No: 2717043

CONFIRMATION

Dear PADMA,

Congratulations – you have been confirmed to the position of **Associate - Ops in WNS Business Consulting Services Pvt. Ltd.** This is with effect from **July 13, 2021.**

All other terms and conditions of your employment remain unchanged.

We look forward to your renewed energy and continued commitment.

Thank you once again for your contribution.

Yours Sincerely,

For WNS Business Consulting Services Pvt. Ltd.



Nitin Sardana
Corporate VP – Human Resources

WNS Business Consulting Services Pvt. Ltd.
Mantri Sterling, Plot No.341,
Survey No. 997/8, Model Colony,
Near Deep Bungalow Chowk, Pune-4

Registered Office : WNS Global Services Pvt. Ltd., Plant No. 10, Gate No. 4, Godrej & Boyce Complex, Pirojshanagar, LBS Marg, Vikhroli (W), Mumbai 400 079, India

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Date: July 13, 2021
Name: DUVVARI DIVYA
Emp. No: 2717044

CONFIRMATION

Dear **DIVYA**,

Congratulations – you have been confirmed to the position of **Associate - Ops in WNS Business Consulting Services Pvt. Ltd.** This is with effect from **July 13, 2021**.

All other terms and conditions of your employment remain unchanged.

We look forward to your renewed energy and continued commitment.

Thank you once again for your contribution.

Yours Sincerely,

For WNS Business Consulting Services Pvt. Ltd.

Nitin Sardana
Corporate VP – Human Resources

WNS Business Consulting Services Pvt. Ltd.
Mantri Sterling, Plot No.341,
Survey No. 997/B, Model Colony,
Near Deep Bungalow Chowk, Pune-4

Registered Office : WNS Global Services Pvt. Ltd., Plant No. 10, Gate No. 4, Godrej & Boyce Complex, Pirojshanagar, LBS Marg, Vikhroli (W), Mumbai 400 079, India

CIN: U66900MH2003PTC183756

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Date: July 13, 2021
Name: BASINA AMRUTHA
Emp. No: 2717045

CONFIRMATION

Dear AMRUTHA,

Congratulations – you have been confirmed to the position of **Associate - Ops in WNS Business Consulting Services Pvt. Ltd.** This is with effect from **July 13, 2021.**

All other terms and conditions of your employment remain unchanged.

We look forward to your renewed energy and continued commitment.

Thank you once again for your contribution.

Yours Sincerely,

For WNS Business Consulting Services Pvt. Ltd.

Nitin Sardana
Corporate VP – Human Resources

WNS Business Consulting Services Pvt. Ltd.
Mantri Sterling, Plot No.341,
Survey No. 997/8, Model Colony,
Near Deep Bungalow Chowk, Pune-4

Registered Office : WNS Global Services Pvt. Ltd., Plant No. 10, Gate No. 4, Godrej & Boyce Complex, Pirojshanagar, LBS Marg, Vikhroli (W), Mumbai 400 079, India

CIN: U66900MH2003PTC183757

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USA

Date: July 13, 2021
Name: CHANDAKA SREELATHA
Emp. No: 2717046

CONFIRMATION

Dear **SREELATHA**,

Congratulations – you have been confirmed to the position of **Associate - Ops in WNS Business Consulting Services Pvt. Ltd.** This is with effect from **July 13, 2021.**

All other terms and conditions of your employment remain unchanged.

We look forward to your renewed energy and continued commitment.

Thank you once again for your contribution.

Yours Sincerely,

For WNS Business Consulting Services Pvt. Ltd.



Nitin Sardana
Corporate VP – Human Resources

WNS Business Consulting Services Pvt. Ltd.
Mantri Sterling, Plot No.341,
Survey No. 997/8, Model Colony,
Near Deep Bungalow Chowk, Pune-4

Registered Office : WNS Global Services Pvt. Ltd., Plot No. 10, Gate No. 4, Godrej & Boyce Complex, Projshanagar, LBS Marg, Vikhroli (W), Mumbai 400 079, India

CIN: U66900MH2003PTC183758



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Date: July 13, 2021
Name: JOSYULA MEHER
PRATYUSHA
Emp. No: 2717047

CONFIRMATION

Dear PRATYUSHA,

Congratulations – you have been confirmed to the position of **Associate - Ops in WNS Business Consulting Services Pvt. Ltd.** This is with effect from **July 13, 2021.**

All other terms and conditions of your employment remain unchanged.

We look forward to your renewed energy and continued commitment.

Thank you once again for your contribution.

Yours Sincerely,

For WNS Business Consulting Services Pvt. Ltd.

Nitin Sardana
Corporate VP – Human Resources

WNS Business Consulting Services Pvt. Ltd.
Mantri Sterling, Plot No.341,
Survey No. 997/B, Model Colony,
Near Deep Bungalow Chowk, Pune-4

Registered Office : WNS Global Services Pvt. Ltd., Plant No. 10, Gate No. 4, Godrej & Boyce Complex, Projshanagar, LBS Marg, Vikhroli (W), Mumbai 400 079, India

CIN: U66900MH2003PTC183759

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Date: July 13, 2021
Name: SOWJANYA ADARI
Emp. No: 2717048

CONFIRMATION

Dear **SOWJANYA**,

Congratulations – you have been confirmed to the position of **Associate - Ops in WNS Business Consulting Services Pvt. Ltd.** This is with effect from **July 13, 2021.**

All other terms and conditions of your employment remain unchanged.

We look forward to your renewed energy and continued commitment.

Thank you once again for your contribution.

Yours Sincerely,

For WNS Business Consulting Services Pvt. Ltd.

Nitin Sardana
Corporate VP – Human Resources

WNS Business Consulting Services Pvt. Ltd.
Mantri Sterling, Plot No.341,
Survey No. 997/8, Model Colony,
Near Deep Bungalow Chowk, Pune-4

Registered Office : WNS Global Services Pvt. Ltd., Plant No. 10, Gate No. 4, Godrej & Boyce Complex, Pirojshanagar, LBS Marg, Vikhroli (W), Mumbai 400 079, India

CIN: U66900MH2003PTC183760

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Date: 03-August-2021
Ref: APL/Unit/HR/Offer/2021
Ms. Muramalla Sarva Mangala Suma

Dear **Ms. Muramalla Sarva Mangala Suma**

Letter of Offer

With reference to your application and subsequent interview you had with us, we are pleased to advise you that you have been selected for the position of **Trainee - Quality Control_UNIT - XV** in **Aurobindo Pharma Limited, Unit XV, JN Pharma City, Plot No. 17A, Road No.10, 11 & 19, 20, E Bonangi Village, Parawada, Visakhapatnam District, 531 021, Andhra Pradesh** on the terms and conditions as agreed by you at the time of interview and that are mentioned in Annexure - I.

You are advised to join on or before **03-August-2021**. You are advised to report at our Aurobindo Pharma Limited, Unit XV, JN Pharma City, Plot No. 17A, Road No.10, 11 & 19, 20, E Bonangi Village, Parawada, Visakhapatnam District, 531 021, Andhra Pradesh by 09:30 AM, to complete your joining formalities. Please note joining formalities will be taken either on **Monday, Wednesday or Friday** in any week.

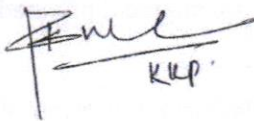
While joining, you are advised to submit the following for our verification and records:

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

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

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

For **AUROBINDO PHARMA LIMITED**,


K.K.P.

KIRAN KUMAR P
GENERAL MANAGER-HUMAN RESOURCES

(CIN : L24239TG1986PLC015190)

AUROBINDO PHARMA LIMITED

PAN No. AABCA7366H

Corp off.: The Water Mark Building, Plot No. 11, Survey No.9, Hi-tech City, Kondapur, Hyderabad - 500 084 T.S., INDIA Tel : +91 40 6672 5000 / 1200 Fax : +91 40 6707 4059

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

www.aurobindo.com

Annexure – I

1. You will be under training for a period of one year from the date of your joining. You will be paid an amount of **Rs. 20,000** /- per Month. As a Trainee, you will not be entitled to any other benefits or privileges that are applicable to the other categories of employees.
2. On successful completion of the training period, you will be on probation for a period of six months. Be it clearly understood and agreed that as a trainee or as a probationer, you will not have any lien or right on the regular employment either during the initial or the extended period of training or probation.
3. If your performance and conduct are not satisfactory, the training or probationary period will be extended or dispensed away during the initial or at the extended period of training or probation, purely at the discretion of the Management. Unless otherwise informed to you in writing, the probation period may deem to have completed successfully.
4. The training that will be imparted to you involves considerable expenditure, both direct and indirect, financial and un-liquidated. The training substantially improves your professional standing since considerable expenditure is incurred by the Company as an investment and hence the Company expects a commitment from you to serve the Company. In consideration of the training to be imparted by the Company, you shall agree and undertake irrevocably to serve the Company, by not leaving the services of the Company and without taking up employment with any other Company.
5. It is agreed and promised by you that, you shall enter into an Employment Agreement with the Company, to serve the Company for a minimum guaranteed period of three years and six months (excluding notice period) from the date of joining, out of which you being as a trainee, as a probationer and as confirmed employee. The Employment Agreement, which you entered with the Company is accepted and agreed by you voluntarily without any duress.
6. By accepting the employment agreement with the Company, you agree and acknowledge that any breach of agreement by you would lead to irreparable productivity and financial loss to the Company, for which the Company shall recover the damages from any amounts that are payable to you by the Company and further you may tend to lose lien on certain benefits as per the applicable laws.
7. You are governed by the following clauses, in case you breach of the terms and conditions of the Employment Agreement:
 - a. If you fail to complete the first two years of employment, you shall pay a compensation of Rs. 1,00,000/- (Rupees one lakh only) towards cost of training and liquidated damages,
 - b. If you fail to serve the remaining period, you shall pay to the Company a compensation of Rs.60,000/- (Rupees sixty thousand only) towards cost of training and liquidated damages.
8. You shall produce two Sureties or Guarantors for the minimum guaranteed period of three years and six months with an absolute and unrestricted right to recover the compensation as per Clause No.7, in case you fail to compensate the said amounts towards breach of agreement.
9. Your appointment is further subject to verification of the particulars furnished by you on the 'Application Form for Employment' and other documents submitted by you. In case any particulars mentioned by you and/or other documents, which you have submitted at the time of interview or joining or thereafter are found to be false or incorrect, your training / probation / confirmation shall be terminated forthwith without any notice and further appropriate legal proceedings will be initiated.
10. This appointment and your continuance in the employment are subject to you being found medically, physically and mentally fit, that are required to discharge your functional responsibilities, by the authorized Medical Officer of the Company.
11. You shall discharge such duties as may be entrusted to you from time to time by the Management.
12. You shall be governed by the Leave Rules of the Company and shall abide by the rules and regulations as well as Certified Standing Orders that are applicable to the establishment.
13. You shall work with high standards of discipline, initiative, efficiency and economy in the department or section, wherever you are posted and strive for achieving the objectives of the Company.
14. You shall devote your whole time to the business of the Organization and shall not undertake any other business or work, either directly or indirectly, whether on remuneration or not, except with written permission of the Management.

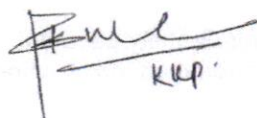
15. You shall not divulge to anyone, particulars or details of the manufacturing/quality processes, technical know-how, product portfolio, on-going projects, future projects, marketing strategies, sales promotions plans, security arrangements, or of administrative and / or organization matters, by any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

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

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

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

For AUROBINDO PHARMA LIMITED,



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

DECLARATION

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

Date:

Signature:

Date: 03-August-2021
Ref: APL/Unit/HR/Offer/2021
Ms. Bella Archana

Dear **Ms. Bella Archana,**

Letter of Offer

With reference to your application and subsequent interview you had with us, we are pleased to advise you that you have been selected for the position of **Trainee - Quality Control_UNIT - XV in Aurobindo Pharma Limited, Unit XV, JN Pharma City, Plot No. 17A, Road No.10, 11 & 19, 20, E Bonangi Village, Parawada, Visakhapatnam District, 531 021, Andhra Pradesh** on the terms and conditions as agreed by you at the time of interview and that are mentioned in Annexure - I.

You are advised to join on or before **03-August-2021**. You are advised to report at our Aurobindo Pharma Limited, Unit XV, JN Pharma City, Plot No. 17A, Road No.10, 11 & 19, 20, E Bonangi Village, Parawada, Visakhapatnam District, 531 021, Andhra Pradesh by 09:30 AM, to complete your joining formalities. Please note joining formalities will be taken either on **Monday, Wednesday or Friday** in any week.

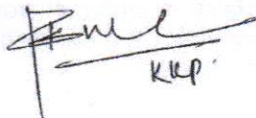
While joining, you are advised to submit the following for our verification and records:

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

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

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

For **AUROBINDO PHARMA LIMITED,**


K.K.P.

KIRAN KUMAR P
GENERAL MANAGER-HUMAN RESOURCES

(CIN : L24239TG1986PLC015190)

AUROBINDO PHARMA LIMITED

PAN No. AABCA7366H

Corp off.: The Water Mark Building, Plot No. 11, Survey No.9, Hi-tech City, Kondapur, Hyderabad - 500 084 T.S., INDIA Tel: +91 40 6672 5000 / 1200 Fax: +91 40 6707 4059
Regd. off.: Plot No. 2, Maithrivihar, Ameerpet, Hyderabad - 500 038 T.S., INDIA Tel: +91 40 2373 6370 Fax: +91 40 2374 7340, Email: info@aurobindo.com

www.aurobindo.com

Annexure – I

1. You will be under training for a period of one year from the date of your joining. You will be paid an amount of **Rs. 20,000** /- per Month. As a Trainee, you will not be entitled to any other benefits or privileges that are applicable to the other categories of employees.
2. On successful completion of the training period, you will be on probation for a period of six months. Be it clearly understood and agreed that as a trainee or as a probationer, you will not have any lien or right on the regular employment either during the initial or the extended period of training or probation.
3. If your performance and conduct are not satisfactory, the training or probationary period will be extended or dispensed away during the initial or at the extended period of training or probation, purely at the discretion of the Management. Unless otherwise informed to you in writing, the probation period may deem to have completed successfully.
4. The training that will be imparted to you involves considerable expenditure, both direct and indirect, financial and un-liquidated. The training substantially improves your professional standing since considerable expenditure is incurred by the Company as an investment and hence the Company expects a commitment from you to serve the Company. In consideration of the training to be imparted by the Company, you shall agree and undertake irrevocably to serve the Company, by not leaving the services of the Company and without taking up employment with any other Company.
5. It is agreed and promised by you that, you shall enter into an Employment Agreement with the Company, to serve the Company for a minimum guaranteed period of three years and six months (excluding notice period) from the date of joining out of which you being as a trainee, as a probationer and as confirmed employee. The Employment Agreement, which you entered with the Company is accepted and agreed by you voluntarily without any duress.
6. By accepting the employment agreement with the Company, you agree and acknowledge that any breach of agreement by you would lead to irreparable productivity and financial loss to the Company, for which the Company shall recover the damages from any amounts that are payable to you by the Company and further you may tend to lose lien on certain benefits as per the applicable laws.
7. You are governed by the following clauses, in case you breach of the terms and conditions of the Employment Agreement:
 - a. If you fail to complete the first two years of employment, you shall pay a compensation of Rs. 1,00,000/- (Rupees one lakh only) towards cost of training and liquidated damages,
 - b. If you fail to serve the remaining period, you shall pay to the Company a compensation of Rs.60,000/- (Rupees sixty thousand only) towards cost of training and liquidated damages.
8. You shall produce two Sureties or Guarantors for the minimum guaranteed period of three years and six months with an absolute and unrestricted right to recover the compensation as per Clause No.7, in case you fail to compensate the said amounts towards breach of agreement.
9. Your appointment is further subject to verification of the particulars furnished by you on the 'Application Form for Employment' and other documents submitted by you. In case any particulars mentioned by you and/or other documents, which you have submitted at the time of interview or joining or thereafter are found to be false or incorrect, your training / probation / confirmation shall be terminated forthwith without any notice and further appropriate legal proceedings will be initiated.
10. This appointment and your continuance in the employment are subject to you being found medically, physically and mentally fit, that are required to discharge your functional responsibilities, by the authorized Medical Officer of the Company.
11. You shall discharge such duties as may be entrusted to you from time to time by the Management.
12. You shall be governed by the Leave Rules of the Company and shall abide by the rules and regulations as well as Certified Standing Orders that are applicable to the establishment.
13. You shall work with high standards of discipline, initiative, efficiency and economy in the department or section, wherever you are posted and strive for achieving the objectives of the Company.
14. You shall devote your whole time to the business of the Organization and shall not undertake any other business or work, either directly or indirectly, whether on remuneration or not, except with written permission of the Management.

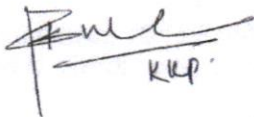
15. You shall not divulge to anyone, particulars or details of the manufacturing/quality processes, technical know-how, product portfolio, on-going projects, future projects, marketing strategies, sales promotions plans, security arrangements, or of administrative and / or organization matters, by any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

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

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

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

For AUROBINDO PHARMA LIMITED,



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

DECLARATION

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

Date:

Signature:

Date: 03-August-2021
Ref: APL/Unit/HR/Offer/2021
Ms. Gunturu Lakshmi Priyanka

Dear **Ms. Gunturu Lakshmi Priyanka,**

Letter of Offer

With reference to your application and subsequent interview you had with us, we are pleased to advise you that you have been selected for the position of **Trainee - Quality Control_UNIT - XV** in **Aurobindo Pharma Limited, Unit XV, JN Pharma City, Plot No. 17A, Road No.10, 11 & 19, 20, E Bonangi Village, Parawada, Visakhapatnam District, 531 021, Andhra Pradesh** on the terms and conditions as agreed by you at the time of interview and that are mentioned in Annexure - I.

You are advised to join on or before **03-August-2021**. You are advised to report at our Aurobindo Pharma Limited, Unit XV, JN Pharma City, Plot No. 17A, Road No.10, 11 & 19, 20, E Bonangi Village, Parawada, Visakhapatnam District, 531 021, Andhra Pradesh by 09:30 AM, to complete your joining formalities. Please note joining formalities will be taken either on **Monday, Wednesday or Friday** in any week.

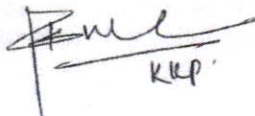
While joining, you are advised to submit the following for our verification and records:

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

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

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

For **AUROBINDO PHARMA LIMITED,**


K.K.P.

KIRAN KUMAR P
GENERAL MANAGER-HUMAN RESOURCES

(CIN : L24239TG1986PLC015190)

AUROBINDO PHARMA LIMITED

PAN No. AABCA7366H

Corp off.: The Water Mark Building, Plot No. 11, Survey No.9, Hi-tech City, Kondapur, Hyderabad - 500 084 T.S., INDIA Tel : +91 40 6672 5000 / 1200 Fax : +91 40 6707 4059

Regd. off.: Plot No. 2, Maithriviher, Ameerpet, Hyderabad - 500 038 T.S., INDIA Tel : +91 40 2373 6370 Fax : +91 40 2374 7340, Email : info@aurobindo.com

www.aurobindo.com

Annexure – I

1. You will be under training for a period of one year from the date of your joining. You will be paid an amount of **Rs. 20,000** /- per Month. As a Trainee, you will not be entitled to any other benefits or privileges that are applicable to the other categories of employees.
2. On successful completion of the training period, you will be on probation for a period of six months. Be it clearly understood and agreed that as a trainee or as a probationer, you will not have any lien or right on the regular employment either during the initial or the extended period of training or probation.
3. If your performance and conduct are not satisfactory, the training or probationary period will be extended or dispensed away during the initial or at the extended period of training or probation, purely at the discretion of the Management. Unless otherwise informed to you in writing, the probation period may deem to have completed successfully.
4. The training that will be imparted to you involves considerable expenditure, both direct and indirect, financial and un-liquidated. The training substantially improves your professional standing since considerable expenditure is incurred by the Company as an investment and hence the Company expects a commitment from you to serve the Company. In consideration of the training to be imparted by the Company, you shall agree and undertake irrevocably to serve the Company, by not leaving the services of the Company and without taking up employment with any other Company.
5. It is agreed and promised by you that, you shall enter into an Employment Agreement with the Company, to serve the Company for a minimum guaranteed period of three years and six months (excluding notice period) from the date of joining out of which you being as a trainee, as a probationer and as confirmed employee. The Employment Agreement, which you entered with the Company is accepted and agreed by you voluntarily without any duress.
6. By accepting the employment agreement with the Company, you agree and acknowledge that any breach of agreement by you would lead to irreparable productivity and financial loss to the Company, for which the Company shall recover the damages from any amounts that are payable to you by the Company and further you may tend to lose lien on certain benefits as per the applicable laws.
7. You are governed by the following clauses, in case you breach of the terms and conditions of the Employment Agreement:
 - a. If you fail to complete the first two years of employment, you shall pay a compensation of Rs. 1,00,000/- (Rupees one lakh only) towards cost of training and liquidated damages,
 - b. If you fail to serve the remaining period, you shall pay to the Company a compensation of Rs.60,000/- (Rupees sixty thousand only) towards cost of training and liquidated damages.
8. You shall produce two Sureties or Guarantors for the minimum guaranteed period of three years and six months with an absolute and unrestricted right to recover the compensation as per Clause No.7, in case you fail to compensate the said amounts towards breach of agreement.
9. Your appointment is further subject to verification of the particulars furnished by you on the 'Application Form for Employment' and other documents submitted by you. In case any particulars mentioned by you and/or other documents which you have submitted at the time of interview or joining or thereafter are found to be false or incorrect, your training / probation / confirmation shall be terminated forthwith without any notice and further appropriate legal proceedings will be initiated.
10. This appointment and your continuance in the employment are subject to you being found medically, physically and mentally fit, that are required to discharge your functional responsibilities, by the authorized Medical Officer of the Company.
11. You shall discharge such duties as may be entrusted to you from time to time by the Management.
12. You shall be governed by the Leave Rules of the Company and shall abide by the rules and regulations as well as Certified Standing Orders that are applicable to the establishment.
13. You shall work with high standards of discipline, initiative, efficiency and economy in the department or section, wherever you are posted and strive for achieving the objectives of the Company.
14. You shall devote your whole time to the business of the Organization and shall not undertake any other business or work, either directly or indirectly, whether on remuneration or not, except with written permission of the Management.

15. You shall not divulge to anyone, particulars or details of the manufacturing/quality processes, technical know-how, product portfolio, on-going projects, future projects, marketing strategies, sales promotions plans, security arrangements, or of administrative and / or organization matters, by any means of communication, whether of confidential or not, that may become known / accessible to you for being associated with the Company.
16. The Company reserves the right to depute you for a limited period or transfer you on permanent basis to any other section / department / unit / location of the Company or its subsidiary companies that exists or may come up in future within the territory of India in your capacity for which you may be found fit and suitable, without reducing your existing benefits.
17. "Current Good Manufacturing Practices (cGMPs) are regulations (laws), established by respective countries and are being monitored by their agencies, which are similar and applicable across the world. Hence, it is a mandatory responsibility of all the pharmaceutical manufacturers to establish these principles into their routine operations and ensure that a drug is safe, correctly identified, of right strength, has the purity and has the overall Quality it claims. The cGMPs exists to protect patients from dangerous, adulterated and counterfeit drugs. It is important to note that, the product that has not been manufactured according to cGMPs is considered as Adulterated Drug, even it meets all specifications. Failing to comply with cGMPs has severe implications on the Organization with respect to legal compliance, customer/ partner relations, stock holdings, reputation in the global market and in fact its existence in the market.
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19. Any absence from the duty without prior written sanction and/or permission from the respective reporting superior/s shall be considered as 'Un-authorized Absence' and attracts appropriate disciplinary action.
20. At the time of leaving the services of the Company, upon completion of eligible period of service for Gratuity payment, you are required to comply with all requirements prescribed in this regard including Claim Form to be submitted to HR, in order to receive the Gratuity on time
21. Any unauthorized absence for more than 7 (seven) consecutive working days shall be construed that you voluntarily abandoned your services and your name from the Company's muster rolls will be deleted putting an end to the employee and employer relationship and you will lose lien on employment, without prejudice to the rights of the Company.
22. You shall keep the Company informed of your postal address, telephone/mobile number, e-mail or any other means of communication including changes that may occur during the period of your association with the Company. Any communication sent to the last informed address is deemed as final and served.

The Company shall reimburse Relocation Charges / Notice Pay to you, which is mutually agreed / as per Policy, during interview process, subject to production of relevant supporting documents and the same shall be claimed within 3 (three) months from the date of formal joining. In case you leave the services of the Organization within a period of two years, the Company has a right to recover the same from the amounts payable to you.

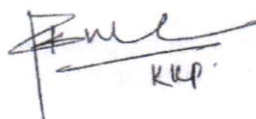
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26. Your services shall be terminable with three month's prior notice in writing on either side or three months' Notice Pay in lieu thereof.
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28. Acceptance of this offer also confirms your consent to the Company, to carry out necessary background verification/checks on your academic credentials, previous employment and other records etc by a third party Service Provider/ internal HR team. Submission of inappropriate/false information by you will lead to termination of your employment without any notice followed by appropriate legal proceedings.
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30. The appropriate Courts of Law situated in Hyderabad / Secunderabad shall alone have exclusive jurisdiction to try any disputes arising out of this contract of employment.

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

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

For AUROBINDO PHARMA LIMITED,



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

DECLARATION

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

Date:

Signature:

Date: 03-August-2021
Ref: APL/Unit/HR/Offer/2021
Ms. Mylapalli Ankitha

Dear **Ms. Mylapalli Ankitha,**

Letter of Offer

With reference to your application and subsequent interview you had with us, we are pleased to advise you that you have been selected for the position of **Trainee - Quality Control_UNIT - XV** in **Aurobindo Pharma Limited, Unit XV, JN Pharma City, Plot No. 17A, Road No.10, 11 & 19, 20, E Bonangi Village, Parawada, Visakhapatnam District, 531 021, Andhra Pradesh** on the terms and conditions as agreed by you at the time of interview and that are mentioned in Annexure - I.

You are advised to join on or before **03-August-2021**. You are advised to report at our Aurobindo Pharma Limited, Unit XV, JN Pharma City, Plot No. 17A, Road No.10, 11 & 19, 20, E Bonangi Village, Parawada, Visakhapatnam District, 531 021, Andhra Pradesh by 09:30 AM, to complete your joining formalities. Please note joining formalities will be taken either on **Monday, Wednesday or Friday** in any week.

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

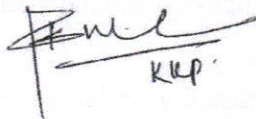
- Copies of certificates (including mark sheets) along with originals, for proof of age, educational qualifications, conduct etc.
- Independent references with phone Nos-Other than relatives.
- Passport size photographs – 08 Nos, stamp size photograph-02 Nos.
- Blood grouping certificate and medical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

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

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

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

For **AUROBINDO PHARMA LIMITED,**


KRP

KIRAN KUMAR P
GENERAL MANAGER-HUMAN RESOURCES

(CIN : L24239TG1986PLC015190)

AUROBINDO PHARMA LIMITED

PAN No. AABCA7366H

Corp off.: The Water Mark Building, Plot No. 11, Survey No.9, Hi-tech City, Kondapur, Hyderabad - 500 084 T.S., INDIA Tel : +91 40 6672 5000 / 1200 Fax : +91 40 6707 4059

Regd. off.: Plot No. 2, Maithrivihar, Ameeepet, Hyderabad - 500 038 T.S., INDIA Tel : +91 40 2373 6370 Fax : +91 40 2374 7340, Email : info@aurobindo.com

www.aurobindo.com

Annexure – I

1. You will be under training for a period of one year from the date of your joining. You will be paid an amount of **Rs. 20,000** /- per Month. As a Trainee, you will not be entitled to any other benefits or privileges that are applicable to the other categories of employees.
2. On successful completion of the training period, you will be on probation for a period of six months. Be it clearly understood and agreed that as a trainee or as a probationer, you will not have any lien or right on the regular employment either during the initial or the extended period of training or probation.
3. If your performance and conduct are not satisfactory, the training or probationary period will be extended or dispensed away during the initial or at the extended period of training or probation, purely at the discretion of the Management. Unless otherwise informed to you in writing, the probation period may deem to have completed successfully.
4. The training that will be imparted to you involves considerable expenditure, both direct and indirect, financial and un-liquidated. The training substantially improves your professional standing since considerable expenditure is incurred by the Company as an investment and hence the Company expects a commitment from you to serve the Company. In consideration of the training to be imparted by the Company, you shall agree and undertake irrevocably to serve the Company, by not leaving the services of the Company and without taking up employment with any other Company.
5. It is agreed and promised by you that, you shall enter into an Employment Agreement with the Company, to serve the Company for a minimum guaranteed period of three years and six months (excluding notice period) from the date of joining out of which you being as a trainee, as a probationer and as confirmed employee. The Employment Agreement, which you entered with the Company is accepted and agreed by you voluntarily without any duress.
6. By accepting the employment agreement with the Company, you agree and acknowledge that any breach of agreement by you would lead to irreparable productivity and financial loss to the Company, for which the Company shall recover the damages from any amounts that are payable to you by the Company and further you may tend to lose lien on certain benefits as per the applicable laws.
7. You are governed by the following clauses, in case you breach of the terms and conditions of the Employment Agreement:
 - a. If you fail to complete the first two years of employment, you shall pay a compensation of Rs. 1,00,000/- (Rupees one lakh only) towards cost of training and liquidated damages,
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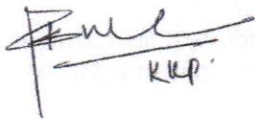
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 16. The Company reserves the right to depute you for a limited period or transfer you on permanent basis to any other section / department / unit / location of the Company or its subsidiary companies that exists or may come up in future within the territory of India in your capacity for which you may be found fit and suitable, without reducing your existing benefits.
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28. Acceptance of this offer also confirms your consent to the Company, to carry out necessary background verification/checks on your academic credentials, previous employment and other records etc by a third party Service Provider/ internal HR team. Submission of inappropriate/false information by you will lead to termination of your employment without any notice followed by appropriate legal proceedings.
29. Your attention is drawn to the 'Code of Conduct for dealing in shares of the Company' formulated as per the requirements of SEBI (Prohibition of Insider Trading) Regulations, 2015. As per the Code, all types of dealings in the shares of the Company are subject to pre-clearance and violation of the same will lead to imposing of penalties and / or other disciplinary action by the Company and also by SEBI. Further, you are required to disclose your shareholdings in the Company held by you or your immediate relative(s) as soon as you join the Company in Annexure-5 of the said Code. You may please refer to the Code or may contact Compliance Officer at cs@aurobindo.com or ig@aurobindo.com.
30. The appropriate Courts of Law situated in Hyderabad / Secunderabad shall alone have exclusive jurisdiction to try any disputes arising out of this contract of employment.

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

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

For AUROBINDO PHARMA LIMITED,



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

DECLARATION

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

Date:

Signature:

Date: 03-August-2021
Ref: APL/Unit/HR/Offer/2021
Ms. Pendem Roja Rani

Dear **Ms. Pendem Roja Rani**,

Letter of Offer

With reference to your application and subsequent interview you had with us, we are pleased to advise you that you have been selected for the position of **Trainee - Quality Control_UNIT - XV** in **Aurobindo Pharma Limited, Unit XV, JN Pharma City, Plot No. 17A, Road No.10, 11 & 19, 20, E Bonangi Village, Parawada, Visakhapatnam District, 531 021, Andhra Pradesh** on the terms and conditions as agreed by you at the time of interview and that are mentioned in Annexure - I.

You are advised to join on or before **03-August-2021**. You are advised to report at our Aurobindo Pharma Limited, Unit XV, JN Pharma City, Plot No. 17A, Road No.10, 11 & 19, 20, E Bonangi Village, Parawada, Visakhapatnam District, 531 021, Andhra Pradesh by 09:30 AM, to complete your joining formalities. Please note joining formalities will be taken either on **Monday, Wednesday or Friday** in any week.

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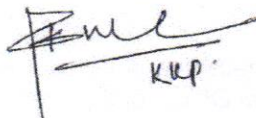
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- Independent references with phone Nos-Other than relatives.
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- Copy of PAN card & Aadhar Card
- Recent Post card size colour photograph with family – full scape – 02 Nos for submitting the same to ESI (Family means Employee, spouse, children and dependent parents)

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

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

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

For **AUROBINDO PHARMA LIMITED**,



KIRAN KUMAR P
GENERAL MANAGER-HUMAN RESOURCES

(CIN : L24239TG1986PLC015190)

AUROBINDO PHARMA LIMITED

PAN No. AABCA7366H

Corp off.: The Water Mark Building, Plot No. 11, Survey No.9, Hi-tech City, Kondapur, Hyderabad - 500 084 T.S., INDIA Tel : +91 40 6672 5000 / 1200 Fax : +91 40 6707 4059

Regd. off.: Plot No. 2, Maithrivihar, Amserpet, Hyderabad - 500 038 T.S., INDIA Tel : +91 40 2373 6370 Fax : +91 40 2374 7340, Email : info@aurobindo.com

www.aurobindo.com

Annexure – I

1. You will be under training for a period of one year from the date of your joining. You will be paid an amount of **Rs. 20,000** /- per Month. As a Trainee, you will not be entitled to any other benefits or privileges that are applicable to the other categories of employees.
2. On successful completion of the training period, you will be on probation for a period of six months. Be it clearly understood and agreed that as a trainee or as a probationer, you will not have any lien or right on the regular employment either during the initial or the extended period of training or probation.
3. If your performance and conduct are not satisfactory, the training or probationary period will be extended or dispensed away during the initial or at the extended period of training or probation, purely at the discretion of the Management. Unless otherwise informed to you in writing, the probation period may deem to have completed successfully.
4. The training that will be imparted to you involves considerable expenditure, both direct and indirect, financial and un-liquidated. The training substantially improves your professional standing since considerable expenditure is incurred by the Company as an investment and hence the Company expects a commitment from you to serve the Company. In consideration of the training to be imparted by the Company, you shall agree and undertake irrevocably to serve the Company, by not leaving the services of the Company and without taking up employment with any other Company.
5. It is agreed and promised by you that, you shall enter into an Employment Agreement with the Company, to serve the Company for a minimum guaranteed period of three years and six months (excluding notice period) from the date of joining out of which you being as a trainee, as a probationer and as confirmed employee. The Employment Agreement, which you entered with the Company is accepted and agreed by you voluntarily without any duress.
6. By accepting the employment agreement with the Company, you agree and acknowledge that any breach of agreement by you would lead to irreparable productivity and financial loss to the Company, for which the Company shall recover the damages from any amounts that are payable to you by the Company and further you may tend to lose lien on certain benefits as per the applicable laws.
7. You are governed by the following clauses, in case you breach of the terms and conditions of the Employment Agreement:
 - a. If you fail to complete the first two years of employment, you shall pay a compensation of Rs. 1,00,000/- (Rupees one lakh only) towards cost of training and liquidated damages,
 - b. If you fail to serve the remaining period, you shall pay to the Company a compensation of Rs.60,000/- (Rupees sixty thousand only) towards cost of training and liquidated damages.
8. You shall produce two Sureties or Guarantors for the minimum guaranteed period of three years and six months with an absolute and unrestricted right to recover the compensation as per Clause No.7, in case you fail to compensate the said amounts towards breach of agreement.
9. Your appointment is further subject to verification of the particulars furnished by you on the 'Application Form for Employment' and other documents submitted by you. In case any particulars mentioned by you and/or other documents which you have submitted at the time of interview or joining or thereafter are found to be false or incorrect, your training / probation / confirmation shall be terminated forthwith without any notice and further appropriate legal proceedings will be initiated.
10. This appointment and your continuance in the employment are subject to you being found medically, physically and mentally fit, that are required to discharge your functional responsibilities, by the authorized Medical Officer of the Company.
11. You shall discharge such duties as may be entrusted to you from time to time by the Management.
12. You shall be governed by the Leave Rules of the Company and shall abide by the rules and regulations as well as Certified Standing Orders that are applicable to the establishment.
13. You shall work with high standards of discipline, initiative, efficiency and economy in the department or section, wherever you are posted and strive for achieving the objectives of the Company.
14. You shall devote your whole time to the business of the Organization and shall not undertake any other business or work, either directly or indirectly, whether on remuneration or not, except with written permission of the Management.

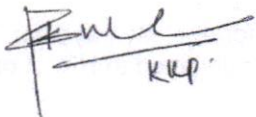
15. You shall not divulge to anyone, particulars or details of the manufacturing/quality processes, technical know-how, product portfolio, on-going projects, future projects, marketing strategies, sales promotions plans, security arrangements, or of administrative and / or organization matters, by any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

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

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

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

For AUROBINDO PHARMA LIMITED,



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

DECLARATION

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

Date:

Signature:

Date: 03-August-2021
Ref: APL/Unit/HR/Offer/2021
Ms. Chinta Uma Maheswari

Dear **Ms. Chinta Uma Maheswari**,

Letter of Offer

With reference to your application and subsequent interview you had with us, we are pleased to advise you that you have been selected for the position of **Trainee - Quality Control_UNIT - XV** in **Aurobindo Pharma Limited, Unit XV, JN Pharma City, Plot No. 17A, Road No.10, 11 & 19, 20, E Bonangi Village, Parawada, Visakhapatnam District, 531 021, Andhra Pradesh** on the terms and conditions as agreed by you at the time of interview and that are mentioned in Annexure - I.

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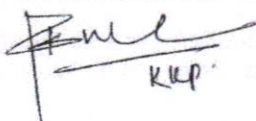
While joining, you are advised to submit the following for our verification and records:

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- Independent references with phone Nos-Other than relatives.
- Passport size photographs – 08 Nos, stamp size photograph-02 Nos.
- Blood grouping certificate and medical fitness certificate- Original
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- Recent Post card size colour photograph with family – full scape – 02 Nos for submitting the same to ESI (Family means Employee, spouse, children and dependent parents)

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

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K.K.P.

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GENERAL MANAGER-HUMAN RESOURCES

(CIN : L24239TG1986PLC015190)

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Annexure – I

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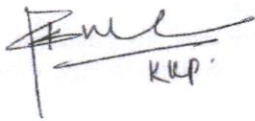
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25. Notwithstanding any of the clauses mentioned herein, the Management reserves the right of terminating your appointment without assigning any reason and without notice during your training period.

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27. You will be retired from the services of the Company on attainment of 58 years of age
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You are required to return the copy of this Letter of Offer along with Annexure-I duly signed by you as a token of your acceptance of all the terms and conditions.

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

For AUROBINDO PHARMA LIMITED,



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

DECLARATION

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

Date:

Signature:

Date: 03-August-2021
Ref: APL/Unit/HR/Offer/2021
Ms. Koneti DivyaSri

Dear **Ms. Koneti DivyaSri**,

Letter of Offer

With reference to your application and subsequent interview you had with us, we are pleased to advise you that you have been selected for the position of **Trainee - Quality Control_UNIT - XV** in **Aurobindo Pharma Limited, Unit XV, JN Pharma City, Plot No. 17A, Road No.10, 11 & 19, 20, E Bonangi Village, Parawada, Visakhapatnam District, 531 021, Andhra Pradesh** on the terms and conditions as agreed by you at the time of interview and that are mentioned in Annexure - I.

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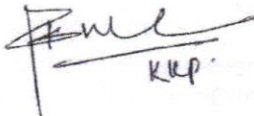
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The regular appointment order will be issued at the time of your joining.

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

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

For **AUROBINDO PHARMA LIMITED**,


K.K.P.

KIRAN KUMAR P
GENERAL MANAGER-HUMAN RESOURCES

(CIN : L24239TG1986PLC015190)

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Annexure – I

1. You will be under training for a period of one year from the date of your joining. You will be paid an amount of **Rs. 16,000** /- per Month. As a Trainee, you will not be entitled to any other benefits or privileges that are applicable to the other categories of employees.
2. On successful completion of the training period, you will be on probation for a period of six months. Be it clearly understood and agreed that as a trainee or as a probationer, you will not have any lien or right on the regular employment either during the initial or the extended period of training or probation.
3. If your performance and conduct are not satisfactory, the training or probationary period will be extended or dispensed away during the initial or at the extended period of training or probation, purely at the discretion of the Management. Unless otherwise informed to you in writing, the probation period may deem to have completed successfully.
4. The training that will be imparted to you involves considerable expenditure, both direct and indirect, financial and un-liquidated. The training substantially improves your professional standing since considerable expenditure is incurred by the Company as an investment and hence the Company expects a commitment from you to serve the Company. In consideration of the training to be imparted by the Company, you shall agree and undertake irrevocably to serve the Company, by not leaving the services of the Company and without taking up employment with any other Company.
5. It is agreed and promised by you that, you shall enter into an Employment Agreement with the Company, to serve the Company for a minimum guaranteed period of three years and six months (excluding notice period) from the date of joining out of which you being as a trainee, as a probationer and as confirmed employee. The Employment Agreement, which you entered with the Company is accepted and agreed by you voluntarily without any duress.
6. By accepting the employment agreement with the Company, you agree and acknowledge that any breach of agreement by you would lead to irreparable productivity and financial loss to the Company, for which the Company shall recover the damages from any amounts that are payable to you by the Company and further you may tend to lose lien on certain benefits as per the applicable laws.
7. You are governed by the following clauses, in case you breach of the terms and conditions of the Employment Agreement:
 - a. If you fail to complete the first two years of employment, you shall pay a compensation of Rs. 1,00,000/- (Rupees one lakh only) towards cost of training and liquidated damages,
 - b. If you fail to serve the remaining period, you shall pay to the Company a compensation of Rs.60,000/- (Rupees sixty thousand only) towards cost of training and liquidated damages.
8. You shall produce two Sureties or Guarantors for the minimum guaranteed period of three years and six months with an absolute and unrestricted right to recover the compensation as per Clause No.7, in case you fail to compensate the said amounts towards breach of agreement.
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12. You shall be governed by the Leave Rules of the Company and shall abide by the rules and regulations as well as Certified Standing Orders that are applicable to the establishment.
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14. You shall devote your whole time to the business of the Organization and shall not undertake any other business or work, either directly or indirectly, whether on remuneration or not, except with written permission of the Management.

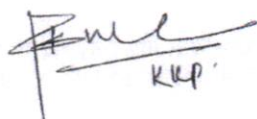
15. You shall not divulge to anyone, particulars or details of the manufacturing/quality processes, technical know-how, product portfolio, on-going projects, future projects, marketing strategies, sales promotions plans, security arrangements, or of administrative and / or organization matters, by any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

26. Your services shall be terminable with three month's prior notice in writing on either side or three months' Notice Pay in lieu thereof.
27. You will be retired from the services of the Company on attainment of 58 years of age
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29. Your attention is drawn to the 'Code of Conduct for dealing in shares of the Company' formulated as per the requirements of SEBI (Prohibition of Insider Trading) Regulations, 2015. As per the Code, all types of dealings in the shares of the Company are subject to pre-clearance and violation of the same will lead to imposing of penalties and / or other disciplinary action by the Company and also by SEBI. Further, you are required to disclose your shareholdings in the Company held by you or your immediate relative(s) as soon as you join the Company in Annexure-5 of the said Code. You may please refer to the Code or may contact Compliance Officer at cs@aurobindo.com or ig@aurobindo.com.
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You are required to return the copy of this Letter of Offer along with Annexure-I duly signed by you as a token of your acceptance of all the terms and conditions.

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

For AUROBINDO PHARMA LIMITED,



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

DECLARATION

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

Date:

Signature:

Date: 03-August-2021
Ref: APL/Unit/HR/Offer/2021
Ms. Pragada Deepthi Priyanka

Dear **Ms. Pragada Deepthi Priyanka**,

Letter of Offer

With reference to your application and subsequent interview you had with us, we are pleased to advise you that you have been selected for the position of **Trainee - Quality Control_UNIT - XV** in **Aurobindo Pharma Limited, Unit XV, JN Pharma City, Plot No. 17A, Road No.10, 11 & 19, 20, E Bonangi Village, Parawada, Visakhapatnam District, 531 021, Andhra Pradesh** on the terms and conditions as agreed by you at the time of interview and that are mentioned in Annexure - I.

You are advised to join on or before **03-August-2021**. You are advised to report at our Aurobindo Pharma Limited, Unit XV, JN Pharma City, Plot No. 17A, Road No.10, 11 & 19, 20, E Bonangi Village, Parawada, Visakhapatnam District, 531 021, Andhra Pradesh by 09:30 AM, to complete your joining formalities. Please note joining formalities will be taken either on **Monday, Wednesday or Friday** in any week.

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

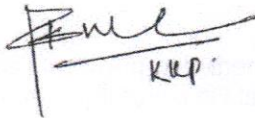
- Copies of certificates (including mark sheets) along with originals, for proof of age, educational qualifications, conduct etc.
- Independent references with phone Nos-Other than relatives.
- Passport size photographs – 08 Nos, stamp size photograph-02 Nos.
- Blood grouping certificate and medical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

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

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

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

For **AUROBINDO PHARMA LIMITED**,


KRP

KIRAN KUMAR P
GENERAL MANAGER-HUMAN RESOURCES

(CIN : L24239TG1986PLC015190)

AUROBINDO PHARMA LIMITED

PAN No. AABCA7366H

Corp off.: The Water Mark Building, Plot No. 11, Survey No.9, Hi-tech City, Kondapur, Hyderabad - 500 084 T.S., INDIA Tel : +91 40 6672 5000 / 1200 Fax : +91 40 6707 4059

Regd. off.: Plot No. 2, Maithrivihar, Amarnpet, Hyderabad - 500 038 T.S., INDIA Tel : +91 40 2373 6370 Fax : +91 40 2374 7340, Email : info@aurobindo.com

www.aurobindo.com

Annexure – I

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

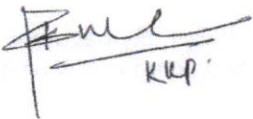
15. You shall not divulge to anyone, particulars or details of the manufacturing/quality processes, technical know-how, product portfolio, on-going projects, future projects, marketing strategies, sales promotions plans, security arrangements, or of administrative and / or organization matters, by any means of communication, whether of confidential or not, that may become known / accessible to you for being associated with the Company.
16. The Company reserves the right to depute you for a limited period or transfer you on permanent basis to any other section / department / unit / location of the Company or its subsidiary companies that exists or may come up in future within the territory of India in your capacity for which you may be found fit and suitable, without reducing your existing benefits.
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You are required to return the copy of this Letter of Offer along with Annexure-I duly signed by you as a token of your acceptance of all the terms and conditions.

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

For AUROBINDO PHARMA LIMITED,



KKP

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

DECLARATION

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

Date:

Signature:

Date: 03-August-2021
Ref: APL/Unit/HR/Offer/2021
Ms. Salapu Jhansi

Dear **Ms. Salapu Jhansi**,

Letter of Offer

With reference to your application and subsequent interview you had with us, we are pleased to advise you that you have been selected for the position of **Trainee - Quality Control_UNIT - XV** in **Aurobindo Pharma Limited, Unit XV, JN Pharma City, Plot No. 17A, Road No.10, 11 & 19, 20, E Bonangi Village, Parawada, Visakhapatnam District, 531 021, Andhra Pradesh** on the terms and conditions as agreed by you at the time of interview and that are mentioned in Annexure - I.

You are advised to join on or before **03-August-2021**. You are advised to report at our Aurobindo Pharma Limited, Unit XV, JN Pharma City, Plot No. 17A, Road No.10, 11 & 19, 20, E Bonangi Village, Parawada, Visakhapatnam District, 531 021, Andhra Pradesh by 09:30 AM, to complete your joining formalities. Please note joining formalities will be taken either on **Monday, Wednesday or Friday** in any week.

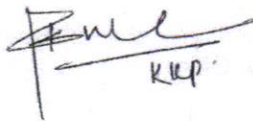
While joining, you are advised to submit the following for our verification and records:

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

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

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

For **AUROBINDO PHARMA LIMITED**,


K.K.P.

KIRAN KUMAR P
GENERAL MANAGER-HUMAN RESOURCES

(CIN : L24239TG1986PLC015190)

AUROBINDO PHARMA LIMITED

PAN No. AABCA7366H

Corp off.: The Water Mark Building, Plot No. 11, Survey No.9, Hi-tech City, Kondapur, Hyderabad - 500 084 T.S., INDIA Tel : +91 40 6672 5000 / 1200 Fax : +91 40 6707 4059

Regd. off.: Plot No. 2, Maithrivihar, Ameerpet, Hyderabad - 500 038 T.S., INDIA Tel : +91 40 2373 6370 Fax : +91 40 2374 7340, Email : info@aurobindo.com

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Annexure – I

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4. The training that will be imparted to you involves considerable expenditure, both direct and indirect, financial and unliquidated. The training substantially improves your professional standing since considerable expenditure is incurred by the Company as an investment and hence the Company expects a commitment from you to serve the Company. In consideration of the training to be imparted by the Company, you shall agree and undertake irrevocably to serve the Company, by not leaving the services of the Company and without taking up employment with any other Company.
5. It is agreed and promised by you that, you shall enter into an Employment Agreement with the Company, to serve the Company for a minimum guaranteed period of three years and six months (excluding notice period) from the date of joining, out of which you being as a trainee, as a probationer and as confirmed employee. The Employment Agreement, which you entered with the Company is accepted and agreed by you voluntarily without any duress.
6. By accepting the employment agreement with the Company, you agree and acknowledge that any breach of agreement by you would lead to irreparable productivity and financial loss to the Company, for which the Company shall recover the damages from any amounts that are payable to you by the Company and further you may tend to lose lien on certain benefits as per the applicable laws.
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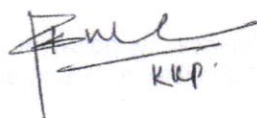
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16. The Company reserves the right to depute you for a limited period or transfer you on permanent basis to any other section / department / unit / location of the Company or its subsidiary companies that exists or may come up in future within the territory of India in your capacity for which you may be found fit and suitable, without reducing your existing benefits.
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For AUROBINDO PHARMA LIMITED,



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

DECLARATION

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

Date:

Signature:

Date: 03-August-2021
Ref: APL/Unit/HR/Offer/2021
Ms. Saragadam Sireesha

Dear **Ms. Saragadam Sireesha,**

Letter of Offer

With reference to your application and subsequent interview you had with us, we are pleased to advise you that you have been selected for the position of **Trainee - Quality Control_UNIT - XV** in **Aurobindo Pharma Limited, Unit XV, JN Pharma City, Plot No. 17A, Road No.10, 11 & 19, 20, E Bonangi Village, Parawada, Visakhapatnam District, 531 021, Andhra Pradesh** on the terms and conditions as agreed by you at the time of interview and that are mentioned in Annexure - I.

You are advised to join on or before **03-August-2021**. You are advised to report at our Aurobindo Pharma Limited, Unit XV, JN Pharma City, Plot No. 17A, Road No.10, 11 & 19, 20, E Bonangi Village, Parawada, Visakhapatnam District, 531 021, Andhra Pradesh by 09:30 AM, to complete your joining formalities. Please note joining formalities will be taken either on **Monday, Wednesday or Friday** in any week.

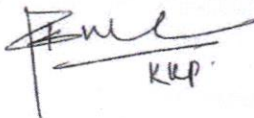
While joining, you are advised to submit the following for our verification and records:

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

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

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

For **AUROBINDO PHARMA LIMITED,**


KRP

KIRAN KUMAR P
GENERAL MANAGER-HUMAN RESOURCES

(CIN : L24239TG1986PLC015190)

AUROBINDO PHARMA LIMITED

PAN No. AABCA7366H

Corp off.: The Water Mark Building, Plot No. 11, Survey No.9, Hi-tech City, Kondapur, Hyderabad - 500 084 T.S., INDIA Tel : +91 40 6672 5000 / 1200 Fax : +91 40 6707 4059

Regd. off.: Plot No. 2, Maithrivihar, Amanepet, Hyderabad - 500 038 T.S., INDIA Tel : +91 40 2373 6370 Fax : +91 40 2374 7340, Email : info@aurobindo.com

www.aurobindo.com

Annexure – I

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

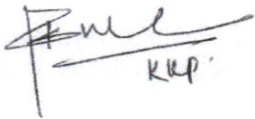
15. You shall not divulge to anyone, particulars or details of the manufacturing/quality processes, technical know-how, product portfolio, on-going projects, future projects, marketing strategies, sales promotions plans, security arrangements, or of administrative and / or organization matters, by any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

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

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

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

For AUROBINDO PHARMA LIMITED,



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

DECLARATION

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

Date:

Signature:

Date: 03-August-2021
Ref: APL/Unit/HR/Offer/2021
Ms. Seedam Poojitha

Dear **Ms. Seedam Poojitha**,

Letter of Offer

With reference to your application and subsequent interview you had with us, we are pleased to advise you that you have been selected for the position of **Trainee - Quality Control_UNIT - XV** in **Aurobindo Pharma Limited, Unit XV, JN Pharma City, Plot No. 17A, Road No.10, 11 & 19, 20, E Bonangi Village, Parawada, Visakhapatnam District, 531 021, Andhra Pradesh** on the terms and conditions as agreed by you at the time of interview and that are mentioned in Annexure - I.

You are advised to join on or before **03-August-2021**. You are advised to report at our Aurobindo Pharma Limited, Unit XV, JN Pharma City, Plot No. 17A, Road No.10, 11 & 19, 20, E Bonangi Village, Parawada, Visakhapatnam District, 531 021, Andhra Pradesh by 09:30 AM, to complete your joining formalities. Please note joining formalities will be taken either on **Monday, Wednesday or Friday** in any week.

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

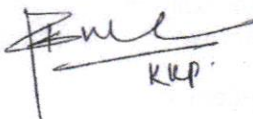
- Copies of certificates (including mark sheets) along with originals, for proof of age, educational qualifications, conduct etc.
- Independent references with phone Nos-Other than relatives.
- Passport size photographs – 08 Nos, stamp size photograph-02 Nos.
- Blood grouping certificate and medical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

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

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

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

For **AUROBINDO PHARMA LIMITED**,


K.K.P.

KIRAN KUMAR P
GENERAL MANAGER-HUMAN RESOURCES

(CIN : L24239TG1986PLC015190)

AUROBINDO PHARMA LIMITED

PAN No. AABCA7366H

Corp off.: The Water Mark Building, Plot No. 11, Survey No.9, Hi-tech City, Kondapur, Hyderabad - 500 084 T.S., INDIA Tel : +91 40 6672 5000 / 1200 Fax : +91 40 6707 4059

Regd. off.: Plot No. 2, Meithriwihar, Ammerpet, Hyderabad - 500 038 T.S., INDIA Tel : +91 40 2373 6370 Fax : +91 40 2374 7340, Email : info@aurobindo.com

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Annexure – I

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3. If your performance and conduct are not satisfactory, the training or probationary period will be extended or dispensed away during the initial or at the extended period of training or probation, purely at the discretion of the Management. Unless otherwise informed to you in writing, the probation period may deem to have completed successfully.
4. The training that will be imparted to you involves considerable expenditure, both direct and indirect, financial and un-liquidated. The training substantially improves your professional standing since considerable expenditure is incurred by the Company as an investment and hence the Company expects a commitment from you to serve the Company. In consideration of the training to be imparted by the Company, you shall agree and undertake irrevocably to serve the Company, by not leaving the services of the Company and without taking up employment with any other Company.
5. It is agreed and promised by you that, you shall enter into an Employment Agreement with the Company, to serve the Company for a minimum guaranteed period of three years and six months (excluding notice period) from the date of joining out of which you being as a trainee, as a probationer and as confirmed employee. The Employment Agreement, which you entered with the Company is accepted and agreed by you voluntarily without any duress.
6. By accepting the employment agreement with the Company, you agree and acknowledge that any breach of agreement by you would lead to irreparable productivity and financial loss to the Company, for which the Company shall recover the damages from any amounts that are payable to you by the Company and further you may tend to lose lien on certain benefits as per the applicable laws.
7. You are governed by the following clauses, in case you breach of the terms and conditions of the Employment Agreement:
 - a. If you fail to complete the first two years of employment, you shall pay a compensation of Rs. 1,00,000/- (Rupees one lakh only) towards cost of training and liquidated damages,
 - b. If you fail to serve the remaining period, you shall pay to the Company a compensation of Rs.60,000/- (Rupees sixty thousand only) towards cost of training and liquidated damages.
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12. You shall be governed by the Leave Rules of the Company and shall abide by the rules and regulations as well as Certified Standing Orders that are applicable to the establishment.
13. You shall work with high standards of discipline, initiative, efficiency and economy in the department or section, wherever you are posted and strive for achieving the objectives of the Company.
14. You shall devote your whole time to the business of the Organization and shall not undertake any other business or work, either directly or indirectly, whether on remuneration or not, except with written permission of the Management.

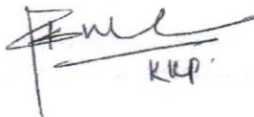
15. You shall not divulge to anyone, particulars or details of the manufacturing/quality processes, technical know-how, product portfolio, on-going projects, future projects, marketing strategies, sales promotions plans, security arrangements, or of administrative and / or organization matters, by any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

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

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

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

For AUROBINDO PHARMA LIMITED,



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

DECLARATION

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

Date:

Signature:

CN046355131

Model Contract of Apprenticeship Training for Major/Minor* Apprentices

1. Name and Registered Address of Establishment : Dr Reddy's Laboratories Limited FTO XI (E08202800015)
- with Telephone no. & E-mail address : 1,29TO32,59, Pydibhimavaram, Srikakulam,
Andhra Pradesh
: 0891-42304501
: harishkumarb@drreddys.com
2. Name of Apprentice (Block Letters) : BURRA VANDANA (A1013665541)
3. Gender : Female
4. Educational Qualification (Highest) : Graduate - B.Pharm*
5. (a) Category of Apprenticeship : Optional
(b) Name of the trade for which Apprentice is training: Production Machine Operator- Sterile Formulation
6. Apprenticeship Training duration (Total) : 360 Days
(a) Duration of Basic Training : 2 Weeks
(b) Period of On-the-Job Training : From 19-08-2021 to 18-07-2022
7. Apprenticeship Training Location : Dr. Reddy's Laboratories Ltd FTOXI
(a) Name and address of facility where Basic Training is to be provided : N/A
(b) Name and address of the facility where On-the-Job Training is to be provided : Dr Reddy's Laboratories Limited FTO XI
Dr. Reddy's Laboratories Ltd FTOXI
Srikakulam
Andhra Pradesh
8. (a) Date of execution of contract : 19-08-2021
(b) Age of Apprentice on the date of execution of contract: 22 years, 7 months and 26 days
9. Is the establishment opting for benefits under NAPS*? : Yes
*If yes, Annexure 2 to this contract will also be applicable.
10. Monthly stipend amount
(a) During 1st year of training : 20180
(b) During 2nd year of training : N/A
(c) During 3rd and 4th year of training : N/A

The Establishment agrees and understands that the minimum monthly stipend amount is prescribed in the Rule 11(1) of Apprenticeship Rule, 1992. The Establishment confirms that the agreed monthly stipend amount entered above must be higher than these minimum rates.

If the minimum rates are modified through legislation (either through modification of rules, or through modification of minimum wages payable) during the course of apprenticeship, this revised rates will apply as the minimum payable to Apprentice

11. (a) Name and Address of Guardian In case Apprentice is under 18 years of age (Minor) : N/A
(b) Relationship with the Apprentice : N/A
12. (a) Whether Apprentice was identified through approved Third Party Aggregator : No
(b) Name of TPA (if applicable) : N/A
13. We, the Establishment, Apprentice/Guardian solemnly declare that we have read the Apprentices Act, 1961 and the Apprenticeship Rules, 1992 as amended from time to time, regarding the contract of apprenticeship training including obligations and terms and conditions contained in Schedule V and VI of the said rules and will comply with the same.
14. I, the Apprentice, declare that all details shared by me, including educational qualifications and other personal information shared, is correct and will provide original documents for verification at any time
15. We, the Establishment, have examined the Apprentice's information, including personal details, and will seek relevant documentation for verification as and when required.
16. In case of default by either the apprentice or the employer, we agree to compensate the other party as per the provisions of the Apprenticeship Rules, 1992 (Main Provisions of the Rules may be seen in the Annexure 1).
17. The Establishment, Apprentice/Guardian hereby also declares to comply with the terms and conditions of National Apprenticeship Promotion Scheme (NAPS), if applicable.



Signature of the
Employer with seal

Signature of Apprentice

Signature of Guardian

FOR OFFICE USE ONLY

Contract Registration No.

:CN046355131

(To be given by the Office of the Apprenticeship Adviser)

(Mandatory only for Registered Trades)

Signature of Registering Authority
(Apprenticeship Advisor)

(Registration required for Designation trade only)

Annexure 1 Contract of Apprenticeship Training

Some provisions of the Apprenticeship Rules relating to the Contract of Apprenticeship Training are reproduced below for sake of convenience.

Both the Establishment and Apprentices have read and are bound by the provisions of the directions in have read the Apprentices Act, 1961 and the Apprenticeship Rules, 1992, which will apply to this Contract of Apprenticeship

1. The stipend for a particular month shall be paid by the tenth day of the following month. No deduction shall be made from the stipend for the period during which an apprentice remains on casual leave or medical leave. Stipend shall, however, not be paid for the period for which an Apprentice remains on extraordinary leave.
2. Where the Contract of Apprenticeship is terminated through failure on the part of the employer in carrying out the terms and conditions of the Contract (as notified under the Apprenticeship Rules, 1992), he shall pay to the apprentice compensation as determined by Apprenticeship Advisor.
3. In the event of premature termination of Contract of Apprenticeship for failure on the part of apprentice to carry out the terms and condition of the contract (as notified under the Apprenticeship Rules, 1992), the apprentice hereby guarantees to employer the payment of such amount as determined by the Apprenticeship Adviser as and towards the cost of training.

Annexure -2 | Covenants and conditions specific to NAPS scheme

1. For availing benefit under NAPS scheme, the course under which apprenticeship training is being provided, should be NSQF aligned.
2. Assessment and Certification shall be done jointly by the establishment and SSC/ NCVT/ other bodies as notified from time to time under NAPS guidelines.
3. The Establishment warrants and confirms that they have studied, understood and agree to comply with the guidelines that are applicable to Establishments that are part of the NAPS scheme. These guidelines are published at (<https://www.apprenticeshipindia.gov.in>) and maybe updated from time to time.

CN046355132

Model Contract of Apprenticeship Training for Major/Minor* Apprentices

1. Name and Registered Address of Establishment : Dr Reddy's Laboratories Limited FTO XI (E08202800015)
- with Telephone no. & E-mail address : 1,29TO32,59, Pydibhimavaram, Srikakulam,
Andhra Pradesh
: 0891-42304501
: harishkumarb@drreddys.com
2. Name of Apprentice (Block Letters) : CHINNI SRAVANI (A1013665542)
3. Gender : Female
4. Educational Qualification (Highest) : Graduate - B.Pharm.
5. (a) Category of Apprenticeship : Optional
(b) Name of the trade for which Apprentice is training: Production Machine Operator- Sterile Formulation
6. Apprenticeship Training duration (Total) : 360 Days
(a) Duration of Basic Training : 2 Weeks
(b) Period of On-the-Job Training : From 19-08-2021 to 18-07-2022
7. Apprenticeship Training Location : Dr. Reddy's Laboratories Ltd FTOXI
(a) Name and address of facility where Basic Training is to be provided : N/A
(b) Name and address of the facility where On-the-Job Training is to be provided : Dr Reddy's Laboratories Limited FTO XI
Dr. Reddy's Laboratories Ltd FTOXI
Srikakulam
Andhra Pradesh
8. (a) Date of execution of contract : 19-08-2021
(b) Age of Apprentice on the date of execution of contract: 22 years, 7 months and 26 days
9. Is the establishment opting for benefits under NAPS*? : Yes
*If yes, Annexure 2 to this contract will also be applicable.
10. Monthly stipend amount
(a) During 1st year of training : 20180
(b) During 2nd year of training : N/A
(c) During 3rd and 4th year of training : N/A

The Establishment agrees and understands that the minimum monthly stipend amount is prescribed in the Rule 11(1) of Apprenticeship Rule, 1992. The Establishment confirms that the agreed monthly stipend amount entered above must be higher than these minimum rates.

If the minimum rates are modified through legislation (either through modification of rules, or through modification of minimum wages payable) during the course of apprenticeship, this revised rates will apply as the minimum payable to Apprentice

11. (a) Name and Address of Guardian In case Apprentice is under 18 years of age (Minor) : N/A
(b) Relationship with the Apprentice : N/A
12. (a) Whether Apprentice was identified through approved Third Party Aggregator : No
(b) Name of TPA (if applicable) : N/A
13. We, the Establishment, Apprentice/Guardian solemnly declare that we have read the Apprentices Act, 1961 and the Apprenticeship Rules, 1992 as amended from time to time, regarding the contract of apprenticeship training including obligations and terms and conditions contained in Schedule V and VI of the said rules and will comply with the same.
14. I, the Apprentice, declare that all details shared by me, including educational qualifications and other personal information shared, is correct and will provide original documents for verification at any time
15. We, the Establishment, have examined the Apprentice's information, including personal details, and will seek relevant documentation for verification as and when required.
16. In case of default by either the apprentice or the employer, we agree to compensate the other party as per the provisions of the Apprenticeship Rules, 1992 (Main Provisions of the Rules may be seen in the Annexure 1).
17. The Establishment, Apprentice/Guardian hereby also declares to comply with the terms and conditions of National Apprenticeship Promotion Scheme (NAPS), if applicable.



Signature of the
Employer with seal

Signature of Apprentice

Signature of Guardian

FOR OFFICE USE ONLY

Contract Registration No. :CN046355132

(To be given by the Office of the Apprenticeship Adviser)
(Mandatory only for Registered Trades)

Signature of Registering Authority
(Apprenticeship Advisor)
(Registration required for Designation trade only)

Annexure 1 Contract of Apprenticeship Training

Some provisions of the Apprenticeship Rules relating to the Contract of Apprenticeship Training are reproduced below for sake of convenience.

Both the Establishment and Apprentices have read and are bound by the provisions of the directions in have read the Apprentices Act, 1961 and the Apprenticeship Rules, 1992, which will apply to this Contract of Apprenticeship

1. The stipend for a particular month shall be paid by the tenth day of the following month. No deduction shall be made from the stipend for the period during which an apprentice remains on casual leave or medical leave. Stipend shall, however, not be paid for the period for which an Apprentice remains on extraordinary leave.
2. Where the Contract of Apprenticeship is terminated through failure on the part of the employer in carrying out the terms and conditions of the Contract (as notified under the Apprenticeship Rules, 1992), he shall pay to the apprentice compensation as determined by Apprenticeship Advisor.
3. In the event of premature termination of Contract of Apprenticeship for failure on the part of apprentice to carry out the terms and condition of the contract (as notified under the Apprenticeship Rules, 1992), the apprentice hereby guarantees to employer the payment of such amount as determined by the Apprenticeship Adviser as and towards the cost of training.

Annexure -2 | Covenants and conditions specific to NAPS scheme

1. For availing benefit under NAPS scheme, the course under which apprenticeship training is being provided, should be NSQF aligned.
2. Assessment and Certification shall be done jointly by the establishment and SSC/ NCVT/ other bodies as notified from time to time under NAPS guidelines.
3. The Establishment warrants and confirms that they have studied, understood and agree to comply with the guidelines that are applicable to Establishments that are part of the NAPS scheme. These guidelines are published at (<https://www.apprenticeshipindia.gov.in>) and maybe updated from time to time.

CN046355133

Model Contract of Apprenticeship Training for Major/Minor* Apprentices

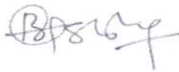
1. Name and Registered Address of Establishment : Dr Reddy's Laboratories Limited FTO XI (E08202800015)
- with Telephone no. & E-mail address : 1,29TO32,59, Pydibhimavaram, Srikakulam,
Andhra Pradesh
: 0891-42304501
: harishkumarb@drreddys.com
2. Name of Apprentice (Block Letters) : JAGGAPU UDYA SRI (A1013665543)
3. Gender : Female
4. Educational Qualification (Highest) : Graduate - B.Pharm*
5. (a) Category of Apprenticeship : Optional
(b) Name of the trade for which Apprentice is training: Production Machine Operator- Sterile Formulation
6. Apprenticeship Training duration (Total) : 360 Days
(a) Duration of Basic Training : 2 Weeks
(b) Period of On-the-Job Training : From 19-08-2021 to 18-07-2022
7. Apprenticeship Training Location : Dr. Reddy's Laboratories Ltd FTOXI
(a) Name and address of facility where Basic Training isto be provided : N/A
(b) Name and address of the facility where On-the-Job Training is to be provided : Dr Reddy's Laboratories Limited FTO XI
Dr. Reddy's Laboratories Ltd FTOXI
Srikakulam
Andhra Pradesh
8. (a) Date of execution of contract : 19-08-2021
(b) Age of Apprentice on the date of execution of contract: 22 years, 7 months and 26 days
9. Is the establishment opting for benefits under NAPS*? : Yes
*If yes, Annexure 2 to this contract will also be applicable.
10. Monthly stipend amount
(a) During 1st year of training :20180
(b) During 2nd year of training : N/A
(c) During 3rd and 4th year of training : N/A

The Establishment agrees and understands that the minimum monthly stipend amount is prescribed in the Rule 11(1) of Apprenticeship Rule, 1992. The Establishment confirms that the agreed monthly stipend amount entered above must be higher than these minimum rates.

If the minimum rates are modified through legislation (either through modification of rules, or through modification of minimum wages payable) during the course of apprenticeship, this revised rates will apply as the minimum payable to Apprentice

11. (a) Name and Address of Guardian In case Apprentice is under 18 years of age (Minor) : N/A
(b) Relationship with the Apprentice : N/A
12. (a) Whether Apprentice was identified through approved Third Party Aggregator : No
(b) Name of TPA (if applicable) : N/A

13. We, the Establishment, Apprentice/Guardian solemnly declare that we have read the Apprentices Act, 1961 and the Apprenticeship Rules, 1992 as amended from time to time, regarding the contract of apprenticeship training including obligations and terms and conditions contained in Schedule V and VI of the said rules and will comply with the same.
14. I, the Apprentice, declare that all details shared by me, including educational qualifications and other personal information shared, is correct and will provide original documents for verification at any time
15. We, the Establishment, have examined the Apprentice's information, including personal details, and will seek relevant documentation for verification as and when required.
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17. The Establishment, Apprentice/Guardian hereby also declares to comply with the terms and conditions of National Apprenticeship Promotion Scheme (NAPS), if applicable.



Signature of the
Employer with seal

Signature of Apprentice

Signature of Guardian

FOR OFFICE USE ONLY

Contract Registration No.

:CN046355133

(To be given by the Office of the Apprenticeship Adviser)

(Mandatory only for Registered Trades)

Signature of Registering Authority

(Apprenticeship Advisor)

(Registration required for Designation trade only)

Annexure 1 Contract of Apprenticeship Training

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Annexure -2 | Covenants and conditions specific to NAPS scheme

1. For availing benefit under NAPS scheme, the course under which apprenticeship training is being provided, should be NSQF aligned.
2. Assessment and Certification shall be done jointly by the establishment and SSC/ NCVT/ other bodies as notified from time to time under NAPS guidelines.
3. The Establishment warrants and confirms that they have studied, understood and agree to comply with the guidelines that are applicable to Establishments that are part of the NAPS scheme. These guidelines are published at (<https://www.apprenticeshipindia.gov.in>) and maybe updated from time to time.

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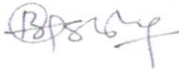
Model Contract of Apprenticeship Training for Major/Minor* Apprentices

1. Name and Registered Address of Establishment : Dr Reddy's Laboratories Limited FTO XI (E08202800015)
with Telephone no. & E-mail address : 1,29TO32,59, Pydibhimavaram, Srikakulam,
Andhra Pradesh
: 0891-42304501
: harishkumarb@drreddys.com
2. Name of Apprentice (Block Letters) : JALLURI LIKITHA (A1013665544)
3. Gender : Female
4. Educational Qualification (Highest) : Graduate - B.Pharm
5. (a) Category of Apprenticeship : Optional
(b) Name of the trade for which Apprentice is training: Production Machine Operator- Sterile Formulation
6. Apprenticeship Training duration (Total) : 360 Days
(a) Duration of Basic Training : 2 Weeks
(b) Period of On-the-Job Training : From 19-08-2021 to 18-07-2022
7. Apprenticeship Training Location : Dr. Reddy's Laboratories Ltd FTOXI
(a) Name and address of facility where Basic Training is to be provided : N/A
(b) Name and address of the facility where On-the-Job Training is to be provided : Dr Reddy's Laboratories Limited FTO XI
Dr. Reddy's Laboratories Ltd FTOXI
Srikakulam
Andhra Pradesh
8. (a) Date of execution of contract : 19-08-2021
(b) Age of Apprentice on the date of execution of contract: 22 years, 7 months and 26 days
9. Is the establishment opting for benefits under NAPS*? : Yes
*If yes, Annexure 2 to this contract will also be applicable.
10. Monthly stipend amount
(a) During 1st year of training : 20180
(b) During 2nd year of training : N/A
(c) During 3rd and 4th year of training : N/A

The Establishment agrees and understands that the minimum monthly stipend amount is prescribed in the Rule 11(1) of Apprenticeship Rule, 1992. The Establishment confirms that the agreed monthly stipend amount entered above must be higher than these minimum rates.

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11. (a) Name and Address of Guardian In case Apprentice is under 18 years of age (Minor) : N/A
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Signature of the
Employer with seal

Signature of Apprentice

Signature of Guardian

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Contract Registration No.

:CN046355134

(To be given by the Office of the Apprenticeship Adviser)

(Mandatory only for Registered Trades)

Signature of Registering Authority
(Apprenticeship Advisor)

(Registration required for Designation trade only)

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Annexure -2 | Covenants and conditions specific to NAPS scheme

1. For availing benefit under NAPS scheme, the course under which apprenticeship training is being provided, should be NSQF aligned.
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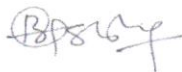
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1. Name and Registered Address of Establishment : Dr Reddy's Laboratories Limited FTO XI (E08202800015)
with Telephone no. & E-mail address : 1,29TO32,59, Pydibhimavaram, Srikakulam,
Andhra Pradesh
: 0891-42304501
: harishkumarb@drreddys.com
2. Name of Apprentice (Block Letters) : PALIVELA PRIYANKA (A101366554)
3. Gender : Female
4. Educational Qualification (Highest) : Graduate - B.Pharm.
5. (a) Category of Apprenticeship : Optional
(b) Name of the trade for which Apprentice is training: Production Machine Operator- Sterile Formulation
6. Apprenticeship Training duration (Total) : 360 Days
(a) Duration of Basic Training : 2 Weeks
(b) Period of On-the-Job Training : From 19-08-2021 to 18-07-2022
7. Apprenticeship Training Location : Dr. Reddy's Laboratories Ltd FTOXI
(a) Name and address of facility where Basic Training is to be provided : N/A
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Dr. Reddy's Laboratories Ltd FTOXI
Srikakulam
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8. (a) Date of execution of contract : 19-08-2021
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9. Is the establishment opting for benefits under NAPS*? : Yes
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Signature of the
Employer with seal

Signature of Apprentice

Signature of Guardian

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Annexure -2 | Covenants and conditions specific to NAPs scheme

1. For availing benefit under NAPS scheme, the course under which apprenticeship training is being provided, should be NSQF aligned.
2. Assessment and Certification shall be done jointly by the establishment and SSC/ NCVT/ other bodies as notified from time to time under NAPS guidelines.
3. The Establishment warrants and confirms that they have studied, understood and agree to comply with the guidelines that are applicable to Establishments that are part of the NAPS scheme. These guidelines are published at (<https://www.apprenticeshipindia.gov.in>) and maybe updated from time to time.



September 29, 2021

Pavani Illapu

D.No-1-58, Desapatrunipalem, Kothavalasa, Vizianagaram, AP - 53117

Dear Pavani,

We are pleased to offer you the position of **Imaging Research Specialist**, with Heron Health Private Limited an affiliate of Calyx incorporated in India ("Company") under the following terms and conditions.

1. DESIGNATION, GRADE AND PLACEMENT

- 1.1 You are designated **Imaging Research Specialist**, in "Tier 5". Your designation is merely indicative of the responsibilities, which you are required to carry out.
- 1.2 However, it is expressly understood that your services are transferable to any of our offices/ group companies in India or abroad, at the sole discretion of the management of the Company. You can also be deputed/ seconded to any of our offices / group companies. Your location of work will be in such offices as identified by the Company from time to time.
- 1.3 Upon joining you shall also be signing the 'Employee Confidentiality, Invention & Non-Solicitation Agreement' appended as Schedule I to this letter and you shall comply with the provisions of these documents during and after the course of your employment, as the case may be.

2. DATE OF JOINING

Your date of joining would be _____. This offer is valid only up to that date. You are requested to confirm your acceptance on or before 4th Oct 2021.

3. PROBATION

3.1 You will be on probation for a period of 6 months from the date of your joining the organization, which may be extended at the sole discretion of the Management. The company's standard training period is three months out of the six months' probation mentioned here and may vary based on the job requirement and candidate's skills.

3.2 Your employment will be deemed confirmed and a letter will not be issued, unless otherwise communicated to you in writing for reasons not limited to performance & discipline.

4. SALARY BREAK UP:

Tier 5		
Imaging Research Specialist		
Salary Break up	Annual Gross	Monthly Gross
	INR.	INR.
Basic Pay (50% of CTC)	190000	15833
House Rent Allowance (40% of Basic)	76000	6333
PF Employer's Contribution	22800	1900
Special Allowance	91200	7600
CTC	380000	31667

Note:

1. After joining, employees can choose the Flexi basket components from the amount specified in Special Allowance. Any balance amount after allocation will be categorized as Special Allowance.
2. Flexi basket is a combination of tax saving components that are part of your CTC.

Annexure 1

Flexi Basket

Component	Amount Up to (INR.) Per Annum
LTA	75% of 1 month basic salary
Master Health Check-up	INR 30,000
Mobile Handset Allowance	Tier 5: Up to INR 20,000

Flexible Benefits

Our organization offers a comprehensive and flexible benefits package that protects you and your family in the event of illness and provides financial assurance and wellness programs for your wellbeing. The program provides flexibility and choice to enable you to design a benefits package that best suits you and your family's needs.

None of the flexible benefits provisions form part of your contract of employment. Any benefits arising under the Flexible Benefits Scheme will be payable by or under the authority of its providers and are not guaranteed or warranted by the Company.

Other Benefits		Value (INR)	Comments
Pension	Gratuity	9134	Per Annum
Other	Transportation (Pick up & Drop Facility as per policy, transportation within 35 kms radius from office)	75000	Not a reimbursement
	Lunch	15000	Not a reimbursement
	Place of work	Hyderabad	

4.1 Notes:

- 4.1.1 Please refer the Medical Benefits Manual for details on insurance policies.
- 4.1.2 Gratuity is governed by the Gratuity act, it is accrued and only paid if employee completes 5 years of service with the Company.
- 4.1.3 For all the tax saving components in Flexi basket, you will be expected to produce bills and vouchers on a Yearly basis.
- 4.1.4 Please note, tax saving components is based on Income Tax (IT) guidelines. Components could be amended based on IT guidelines from time to time.
- 4.1.5 Your salary is strictly confidential, and you are expected to maintain the confidentiality. Any breach of this confidence will be viewed with utmost seriousness.

4.2 Taxation:

- 4.2.1 Notwithstanding any other provision in this Agreement, the Company shall be entitled to withhold any taxes or sums as required under any applicable laws, including without limitation, any taxes or assessments on professional fees, and shall accordingly be entitled to deduct such amount from the salary.
- 4.2.2 You will be responsible for the payment of all taxes including your own personal tax, and service tax to the extent applicable and that it shall be your responsibility to file all tax returns and reports with respect to any of the foregoing.

5. LEAVE

You will be entitled to leave as per the leave policy of the company. Details of accumulation and encashment etc. would be governed by company policy.

6. WORK TIMINGS

- 6.1 You will have to abide by the timings and the hours of work applicable to the company.
- 7. The Company works 8 hours a day and 5 days a week. However, there may be certain work exigencies that may require for you to stay beyond stipulated work hours.

8. GENERAL

- 7.1 You are required to adhere to the disciplinary requirements of the Company.
- 7.2 It is an express condition that the Company's personnel are whole-time employees and accordingly, you shall devote your time to the Company's business.
- 7.3 You shall not, without express permission, undertake any other business, work, or public office, on payment or otherwise. In the event of breach of this condition on your part, you will be liable for termination of your services with immediate effect.
- 7.4 You shall not give out to anyone in any manner whatsoever, particulars, or any other details of any of the matters pertaining to the Company or its working, or any other confidential information. In the event of breach of this condition on your part, you will be liable for termination of your services with immediate effect.
- 7.5 While you are in the employment of the Company, you would be governed by the Employee Confidentiality, Invention & Non-Solicitation Agreement, which is annexed to this appointment letter.
- 7.6 If any of the particulars furnished by you in your application or interview is found to be false or incorrect, your services are liable to be terminated without any notice or compensation.

9. CODE OF CONDUCT

- 9.1 You are not authorized to represent the Company at any public forums, press meetings/conferences or publish articles in magazines/newspapers unless otherwise authorized by the representative of Heron Health Private Limited which the Management decides from time to time. Any views expressed in your personal capacity will be treated as your own and not that of the Company. The Company will not be responsible or liable for any claims that may arise out of such views.
- 9.2 You will be bound by the rules and regulations as declared by the Management hereafter, from time to time, in relation to conduct, discipline, medical fitness, leave, holidays and all matters relating to terms and conditions of service, network security and usage.
- 9.3 You will abide by all statutory and regulatory laws at all times and violation of any of these will attract immediate termination of employment.
- 9.4 Please refer to the Employee Handbook, which gives you an exhaustive coverage on compliance requirements.

10. PROVIDENT FUND

- 10.1 With effect from your date of joining you will be covered under the Employees Provident Fund Scheme as per the State Employees Provident Fund Act.
- 10.2 Employee's contribution towards Provident Fund will be deducted at 12% of basic salary. It will be deducted from the monthly salary and will be accounted in the pay slip.
- 10.3 In case you are already a member, the same account could be transferred to the Company and be continued by the Company.

11. RESIGNATION / TERMINATION FROM SERVICE

- 11.1 Your services can be terminated on either side by 2months' notice or payment in lieu thereof at the sole discretion of the Management.
- 11.2 In case of any breach of trust, gross negligence of duty or for any other reasonable cause your services could be terminated without notice in which case no notice will be payable.

12. RETIREMENT

- 12.1 You will retire from the services of the Company on your attaining the age of 58 years.
- 12.2 For determination of age, the details in the documents furnished by you and verified by the Company at the time of joining, will be deemed to be final and binding.

13. TRAINING AGREEMENT

As part of your employment with Company a training agreement of two (2) years will be applied to your role. You would be provided process specific training upon commencement of your employment. On account of the same, you will be provided a hardcopy of the training agreement document post joining. You will be required to sign and hand over the training agreement document to Human Resources Department.

With your acceptance to the offer, it is deemed that you have understood the clause and agree to the condition of the agreement. In the event of you not willing to adhere to the clause of training agreement associated to your role, your offer stands withdrawn.

14. REFERENCE CHECK

Your appointment/confirmation will be subject to your being found suitable after appropriate reference checks and antecedent verification.

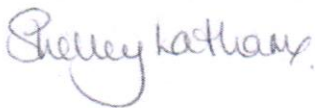
We welcome you to our organization and look forward to having a mutually beneficial association. Please sign the duplicate copy of this letter in token of your acceptance of the terms and conditions of service stated herein.

At the time of joining please bring along with you the following for our records:

1. One set of photocopies of your educational certificates
2. 5 passport size photographs.
3. Proof of date of birth in original along with 1 set of photocopies.
4. Experience certificate
5. Relieving Order
6. Form 16
7. Passport copy

Yours truly,

For **HERON HEALTH PRIVATE LIMITED,**



Latham Shelley

Chief People Officer and Senior Vice president

To indicate your understanding and acceptance of this letter, please sign below and return a copy of this letter to the HR Department.

_____ Date: _____

Probable date of Joining: _____



September 29, 2021

BONDA RAMYA SRI

D.No-7-56-122, Dairy Farm, Visakhapatnam, AP - 531122

Dear Ramya Sri,

We are pleased to offer you the position of **Imaging Research Specialist**, with Heron Health Private Limited an affiliate of Calyx incorporated in India ("**Company**") under the following terms and conditions.

1. DESIGNATION, GRADE AND PLACEMENT

- 1.1 You are designated **Imaging Research Specialist**, in "**Tier 5**". Your designation is merely indicative of the responsibilities, which you are required to carry out.
- 1.2 However, it is expressly understood that your services are transferable to any of our offices/ group companies in India or abroad, at the sole discretion of the management of the Company. You can also be deputed/ seconded to any of our offices / group companies. Your location of work will be in such offices as identified by the Company from time to time.
- 1.3 Upon joining you shall also be signing the 'Employee Confidentiality, Invention & Non-Solicitation Agreement' appended as Schedule I to this letter and you shall comply with the provisions of these documents during and after the course of your employment, as the case may be.

2. DATE OF JOINING

Your date of joining would be_____. This offer is valid only up to that date. You are requested to confirm your acceptance on or before **4th Oct 2021**.

3. PROBATION

3.1 You will be on probation for a period of 6 months from the date of your joining the organization, which may be extended at the sole discretion of the Management. The company’s standard training period is three months out of the six months’ probation mentioned here and may vary based on the job requirement and candidate’s skills.

3.2 Your employment will be deemed confirmed and a letter will not be issued, unless otherwise communicated to you in writing for reasons not limited to performance & discipline.

4. SALARY BREAK UP:

Tier 5		
Imaging Research Specialist		
Salary Break up	Annual Gross	Monthly Gross
	INR.	INR.
Basic Pay (50% of CTC)	190000	15833
House Rent Allowance (40% of Basic)	76000	6333
PF Employer’s Contribution	22800	1900
Special Allowance	91200	7600
CTC	380000	31667

Note:

1. After joining, employees can choose the Flexi basket components from the amount specified in Special Allowance. Any balance amount after allocation will be categorized as Special Allowance.
2. Flexi basket is a combination of tax saving components that are part of your CTC.

Annexure 1

Flexi Basket

Component	Amount Up to (INR.) Per Annum
LTA	75% of 1 month basic salary
Master Health Check-up	INR 30,000
Mobile Handset Allowance	Tier 5: Up to INR 20,000

Flexible Benefits

Our organization offers a comprehensive and flexible benefits package that protects you and your family in the event of illness and provides financial assurance and wellness programs for your wellbeing. The program provides flexibility and choice to enable you to design a benefits package that best suits you and your family's needs.

None of the flexible benefits provisions form part of your contract of employment. Any benefits arising under the Flexible Benefits Scheme will be payable by or under the authority of its providers and are not guaranteed or warranted by the Company.

Other Benefits		Value (INR)	Comments
Pension	Gratuity	9134	Per Annum
Other	Transportation (Pick up & Drop Facility as per policy, transportation within 35 kms radius from office)	75000	Not a reimbursement
	Lunch	15000	Not a reimbursement
	Place of work	Hyderabad	



4.1 Notes:

- 4.1.1 Please refer the Medical Benefits Manual for details on insurance policies.
- 4.1.2 Gratuity is governed by the Gratuity act, it is accrued and only paid if employee completes 5 years of service with the Company.
- 4.1.3 For all the tax saving components in Flexi basket, you will be expected to produce bills and vouchers on a Yearly basis.
- 4.1.4 Please note, tax saving components is based on Income Tax (IT) guidelines. Components could be amended based on IT guidelines from time to time.
- 4.1.5 Your salary is strictly confidential, and you are expected to maintain the confidentiality. Any breach of this confidence will be viewed with utmost seriousness.

4.2 Taxation:

- 4.2.1 Notwithstanding any other provision in this Agreement, the Company shall be entitled to withhold any taxes or sums as required under any applicable laws, including without limitation, any taxes or assessments on professional fees, and shall accordingly be entitled to deduct such amount from the salary.
- 4.2.2 You will be responsible for the payment of all taxes including your own personal tax, and service tax to the extent applicable and that it shall be your responsibility to file all tax returns and reports with respect to any of the foregoing.

5. LEAVE

You will be entitled to leave as per the leave policy of the company. Details of accumulation and encashment etc. would be governed by company policy.

6. WORK TIMINGS

- 6.1 You will have to abide by the timings and the hours of work applicable to the company.
- 7. The Company works 8 hours a day and 5 days a week. However, there may be certain work exigencies that may require for you to stay beyond stipulated work hours.

8. GENERAL

- 7.1 You are required to adhere to the disciplinary requirements of the Company.
- 7.2 It is an express condition that the Company's personnel are whole-time employees and accordingly, you shall devote your time to the Company's business.
- 7.3 You shall not, without express permission, undertake any other business, work, or public office, on payment or otherwise. In the event of breach of this condition on your part, you will be liable for termination of your services with immediate effect.
- 7.4 You shall not give out to anyone in any manner whatsoever, particulars, or any other details of any of the matters pertaining to the Company or its working, or any other confidential information. In the event of breach of this condition on your part, you will be liable for termination of your services with immediate effect.
- 7.5 While you are in the employment of the Company, you would be governed by the Employee Confidentiality, Invention & Non-Solicitation Agreement, which is annexed to this appointment letter.
- 7.6 If any of the particulars furnished by you in your application or interview is found to be false or incorrect, your services are liable to be terminated without any notice or compensation.

9. CODE OF CONDUCT

- 9.1 You are not authorized to represent the Company at any public forums, press meetings/conferences or publish articles in magazines/newspapers unless otherwise authorized by the representative of Heron Health Private Limited which the Management decides from time to time. Any views expressed in your personal capacity will be treated as your own and not that of the Company. The Company will not be responsible or liable for any claims that may arise out of such views.
- 9.2 You will be bound by the rules and regulations as declared by the Management hereafter, from time to time, in relation to conduct, discipline, medical fitness, leave, holidays and all matters relating to terms and conditions of service, network security and usage.
- 9.3 You will abide by all statutory and regulatory laws at all times and violation of any of these will attract immediate termination of employment.
- 9.4 Please refer to the Employee Handbook, which gives you an exhaustive coverage on compliance requirements.



10. PROVIDENT FUND

- 10.1 With effect from your date of joining you will be covered under the Employees Provident Fund Scheme as per the State Employees Provident Fund Act.
- 10.2 Employee's contribution towards Provident Fund will be deducted at 12% of basic salary. It will be deducted from the monthly salary and will be accounted in the pay slip.
- 10.3 In case you are already a member, the same account could be transferred to the Company and be continued by the Company.

11. RESIGNATION / TERMINATION FROM SERVICE

- 11.1 Your services can be terminated on either side by 2months' notice or payment in lieu thereof at the sole discretion of the Management.
- 11.2 In case of any breach of trust, gross negligence of duty or for any other reasonable cause your services could be terminated without notice in which case no notice will be payable.

12. RETIREMENT

- 12.1 You will retire from the services of the Company on your attaining the age of 58 years.
- 12.2 For determination of age, the details in the documents furnished by you and verified by the Company at the time of joining, will be deemed to be final and binding.

13. TRAINING AGREEMENT

As part of your employment with Company a training agreement of two (2) years will be applied to your role. You would be provided process specific training upon commencement of your employment. On account of the same, you will be provided a hardcopy of the training agreement document post joining. You will be required to sign and hand over the training agreement document to Human Resources Department.

With your acceptance to the offer, it is deemed that you have understood the clause and agree to the condition of the agreement. In the event of you not willing to adhere to the clause of training agreement associated to your role, your offer stands withdrawn.



14. REFERENCE CHECK

Your appointment/confirmation will be subject to your being found suitable after appropriate reference checks and antecedent verification.

We welcome you to our organization and look forward to having a mutually beneficial association. Please sign the duplicate copy of this letter in token of your acceptance of the terms and conditions of service stated herein.

At the time of joining please bring along with you the following for our records:

1. One set of photocopies of your educational certificates
2. 5 passport size photographs.
3. Proof of date of birth in original along with 1 set of photocopies.
4. Experience certificate
5. Relieving Order
6. Form 16
7. Passport copy

Yours truly,

For **HERON HEALTH PRIVATE LIMITED,**

Latham Shelley
Chief People Officer and Senior Vice president

To indicate your understanding and acceptance of this letter, please sign below and return a copy of this letter to the HR Department.

_____ Date: _____

Probable date of Joining: _____



VIGNAN INSTITUTE OF PHARMACEUTICAL TECHNOLOGY

www.vignanpharma.com (Approved by AICTE, PGI & Affiliated to JNT University Kakinada) Estd.2006

An ISO 9001:2015, ISO 14001:2015, OHSAS 18001:2007 Certified Institution

Beside VSEZ, Kapujaggarajupeta, Duvvada, Visakhapatnam-530049. A.P

Phone: 0891-2511222/2589777, Fax: 0891-2752333 : email: viptvizag@yahoo.com, viptvizag@gmail.com

Date: 11.11.2021

APPOINTMENT LETTER

With reference to your application and subsequent interview, on behalf of our Secretary and Correspondent, I am pleased to appoint you as Asst Professor in Department Pharmaceutics with a Consolidated Pay of Rs 18000/- in our Vignan Institute of Pharmaceutical Technology at Kapu Jaggarajupeta (Village), Vadlapudi (Post), Visakhapatnam - 530049.

This employment is terminable by either party with a prior notice of Two months. The institute reserves the right to pay or recover salary in lieu of notice period.

You are requested to report to the Principal, Vignan Institute of Pharmaceutical Technology on or before 25.11.2021, failing which this offer stands cancelled.



Ms K Srilekhya
D/O K Srinivasa Rao
D.No: 55-1-244
Desipatrunipalam
Parawada
Visakhapatnam
Ph:8328131624
Email: srilekhyaketha20@gmail.com

Y. Srinivasa Rao
11/11/21

(Dr. Y. Srinivasa Rao)

Principal
PRINCIPAL
VIGNAN INSTITUTE OF
PHARMACEUTICAL TECHNOLOGY
Beside VSEZ, Duvvada, Visakhapatnam-49



December 16, 2021

Rajeev Sarath

9-114, Opp Suryamahal Theatre, Mainroad, Payakaraopeta, Visakhapatnam - 531126

Dear Rajeev,

We are pleased to offer you the position of **Imaging Research Specialist**, with Heron Health Private Limited an affiliate of Calyx incorporated in India (“**Company**”) under the following terms and conditions.

1. DESIGNATION, GRADE AND PLACEMENT

- 1.1** You are designated **Imaging Research Specialist**, in “**Tier 5**”. Your designation is merely indicative of the responsibilities, which you are required to carry out.
- 1.2** However, it is expressly understood that your services are transferable to any of our offices/ group companies in India or abroad, at the sole discretion of the management of the Company. You can also be deputed/ seconded to any of our offices / group companies. Your location of work will be in such offices as identified by the Company from time to time.
- 1.3** Upon joining you shall also be signing the ‘Employee Confidentiality, Invention & Non-Solicitation Agreement’ appended as Schedule I to this letter and you shall comply with the provisions of these documents during and after the course of your employment, as the case may be.

2. DATE OF JOINING

Your date of joining would be _____. This offer is valid only up to that date. You are requested to confirm your acceptance on or before **21st Dec 2021**.



3. PROBATION

3.1 You will be on probation for a period of 6 months from the date of your joining the organization, which may be extended at the sole discretion of the Management. The company’s standard training period is three months out of the six months’ probation mentioned here and may vary based on the job requirement and candidate’s skills.

3.2 Your employment will be deemed confirmed and a letter will not be issued, unless otherwise communicated to you in writing for reasons not limited to performance & discipline.

4. SALARY BREAK UP:

Tier 5		
Imaging Research Specialist		
Salary Break up	Annual Gross	Monthly Gross
	INR.	INR.
Basic Pay (50% of CTC)	190000	15833
House Rent Allowance (40% of Basic)	76000	6333
PF Employer’s Contribution	22800	1900
Special Allowance	91200	7600
CTC	380000	31667

Note:

1. After joining, employees can choose the Flexi basket components from the amount specified in Special Allowance. Any balance amount after allocation will be categorized as Special Allowance.
2. Flexi basket is a combination of tax saving components that are part of your CTC.



Annexure 1

Flexi Basket

Component	Amount Up to (INR.) Per Annum
LTA	75% of 1 month basic salary
Master Health Check-up	INR 30,000
Mobile Handset Allowance	Tier 5: Up to INR 20,000

Flexible Benefits

Our organization offers a comprehensive and flexible benefits package that protects you and your family in the event of illness and provides financial assurance and wellness programs for your wellbeing. The program provides flexibility and choice to enable you to design a benefits package that best suits you and your family's needs.

None of the flexible benefits provisions form part of your contract of employment. Any benefits arising under the Flexible Benefits Scheme will be payable by or under the authority of its providers and are not guaranteed or warranted by the Company.

Other Benefits		Value (INR)	Comments
Pension	Gratuity	9134	Per Annum
Other	Transportation (Pick up & Drop Facility as per policy, transportation within 35 kms radius from office)	75000	Not a reimbursement
	Lunch	15000	Not a reimbursement
	Place of work	Hyderabad	



4.1 Notes:

- 4.1.1 Please refer the Medical Benefits Manual for details on insurance policies.
- 4.1.2 Gratuity is governed by the Gratuity act, it is accrued and only paid if employee completes 5 years of service with the Company.
- 4.1.3 For all the tax saving components in Flexi basket, you will be expected to produce bills and vouchers on a Yearly basis.
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8. GENERAL

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10. PROVIDENT FUND

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- 10.3 In case you are already a member, the same account could be transferred to the Company and be continued by the Company.

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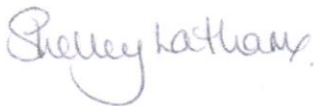
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At the time of joining please bring along with you the following for our records:

1. One set of photocopies of your educational certificates
2. 5 passport size photographs.
3. Proof of date of birth in original along with 1 set of photocopies.
4. Experience certificate
5. Relieving Order
6. Form 16
7. Passport copy

Yours truly,

For **HERON HEALTH PRIVATE LIMITED,**



Latham Shelley
Chief People Officer and Senior Vice president

To indicate your understanding and acceptance of this letter, please sign below and return a copy of this letter to the HR Department.

_____ Date: _____

Probable date of Joining: _____



VISWANADHA INSTITUTE OF PHARMACEUTICAL SCIENCES

Affiliated to J.N.T.U.K-Kakinada, Approved by PCI & A.I.C.T.E, New Delhi

Mindhivanipalem (V) Sontyam(P) Anandapuram (M) Visakhapatnam (Dist) 531173

E-mail : principalvni@yahoo.co.in

List of Students Progressed to Higher Education

A.Y.2021-22

S.No	Name of the Student	Program graduated from	Name of the Program admitted	Name of the College
1.	KONDEPUDI LALITHA	B.PHARMACY	M.PHARMACY	JNTU KAKINADA
2.	TANAKALA ROHITA	B.PHARMACY	M.PHARMACY	VISWANADHA INSTITUTE OF PHARMACEUTICAL SCIENCES
3.	KOTNI NAVEEN KUMAR	B.PHARMACY	M.PHARMACY	ACHARYA NAGARJUNA UNIVERSITY COLLEGE OF PHARMACEUTICAL SCIENCES
4.	KADIYALA HARISHITHA	M.PHARMACY	MASTER OF SCIENCE	NORTHEASTERN UNIVERSITY
5.	KAGANA SANTHI KUMARI	B.PHARMACY	M.PHARMACY	COLLEGE OF PHARMACEUTICAL SCIENCES, ANDHRA UNIVERSITY
6.	TAMARALI ARUNA	B.PHARMACY	M.PHARMACY	VISWANADHA INSTITUTE OF PHARMACEUTICAL SCIENCES
7.	ATHIKAMSETTI UMA SAI CHAITANYA	B.PHARMACY	M.PHARMACY	VISWANADHA INSTITUTE OF PHARMACEUTICAL SCIENCES
8.	PENKI SRAVANI	B.PHARMACY	M.PHARMACY	VISWANADHA INSTITUTE OF PHARMACEUTICAL SCIENCES
9.	EARLE LAKSHMAN KUMAR	B.PHARMACY	M.PHARMACY	GANDHI INSTITUTE OF TECHNOLOGY AND MANAGEMENT (GITAM)
10.	VELPULA ADITYA PRASANTHI	B.PHARMACY	M.PHARMACY	VISWANADHA INSTITUTE OF PHARMACEUTICAL SCIENCES



VISWANADHA INSTITUTE OF PHARMACEUTICAL SCIENCES

Affiliated to J.N.T.U.K-Kakinada, Approved by PCI & A.I.C.T.E, New Delhi

Mindhivanipalem (V) Sontyam(P) Anandapuram (M)Visakhapatnam (Dist) 531173

E-mail : principalvni@yahoo.co.in

11.	MALLAVARAPU NANDINI	B.PHARMACY	MBA (PHARMA)	NATIONAL INSTITUTE OF PHARMACEUTICAL EDUCATION AND RESEARCH (NIPER)
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PRINCIPAL

Dr. P.UMADEV I
Principal
Viswanadha Inst. of
Pharmaceutical Sciences
Visakhapatnam - 531 173



AP PGCET - 2021 ADMISSIONS

Post Graduate Engineering Counselling
Conducted By Sri Venkateswara University, Tirupati on behalf of APSCHE
(For GATE / GPAT Qualified Candidates)



JOINING DETAILS

Hall Ticket No:	7794171586	Rank:	460
Name:	KONDEPUDI LALITHA	Father's Name:	KONDEPUDI ESWARA RAO
Gender:	FEMALE	Cast:	SC
Alloted Institute:	JNKP1	Alloted Branch:	PHANLS

Based on your acceptance to join JNKP1, PHANLS through self reporting system on date : 28/12/2021

Your joining details are confirmed vide Hallticket Number : 7794171586

Note: Submit this along with provisional allotment order already downloaded



CONVENOR

AP PGCET-2021 ADMISSIONS

Print



JNTU Kakinada

INSTITUTE OF SCIENCE AND TECHNOLOGY

SCHOOL OF PHARMACEUTICAL SCIENCES

KAKINADA - 530003, ANDHRA PRADESH, INDIA

M.PHARM (Pharmaceutical Analysis) - STUDENT

BATCH 2021-23



KONDEPUDI LALITHA

21IS1S1608



Emergency Cont No. 91 884 234 6133

JNTU-KAKINADA



ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION
APPGE CET - 2021

Ticket Number:	7794171776	Rank:	196
Candidate Name:	TANAKALA ROHITA	Father's Name:	TANAKALA GOVINDA RAJU.
Gender:	FEMALE	Caste / Region:	BC_D / AU

PROVISIONAL ALLOTMENT ORDER (for GATE/GPAT/PGE CET CANDIDATES)

This is to inform that the options exercised by the candidate have been processed based on merit, rank, local area, sex, category, Special Reservation Category (CAP/PH/NCC/SPORTS) etc and the candidate has been allotted a seat in

VISWANATHA INST OF PHARM SCI (VNIP1)
in **PHARMACEUTICAL ANALYSIS (PHANLS)**, under **OC_GEN_UR** category.
from **SRI SIVANI COLLEGE OF PHARMACY (SSCP1)**
in **REGULATORY AFFAIRS (PHRGAF)**

Tuition Fee fixed for the college/course is Rs.50000 /-.
Tuition fee to be paid by the candidate at the time of admission is Rs. 50000 /-.

Instructions to Candidates:

1. The candidate is instructed to report by clicking on "Allotment letter and Self-Reporting" under "Forms" tab from website <https://sche.ap.gov.in>.
2. Take print out of two copies of joining report and report to the allotted college with all original certificates. Submit a copy of joining report and obtain acknowledgment on 2nd copy from the College where you have reported and retain the same with you.
3. Both Self reporting and reporting at the allotted college is compulsory to retain the present allotment. The last date for Self reporting and reporting at the allotted College is **18.01.2022**. Pay all necessary fees if any to the allotted college.
4. If you do not report through Self-reporting system and/or not reporting at the allotted college, the provisional allotment will be stands cancelled and you have no claim on the seat allotted.
5. The academic credentials verified if found false at a later date, your allotment will be cancelled and you are also liable for criminal prosecution.
6. RGS or SFS [STIPENDARY], RGN OR SFN [NON-STIPENDARY].
7. Candidates who got more than one allotment by virtue of their eligibility, can choose one college/course allotment through self reporting system before joining the college. The other allotments will become null and void and they will be offered to other meritorious candidates in next phase of counselling.
8. A candidate having more than one allotment, self reporting and reported at colleges but wish to change his college shall have to cancel his allotment from already reported college and can change to another college with in stipulated date.
9. Allotments in pharmacy colleges are subjected to approval of Pharmacy Council of India.
10. All the Principals are requested to verify the original certificates viz caste, study, income and Degree/Equivalent certificates of the admitted candidates thoroughly and request to bring to the notice of the Convener, APPGE CET - 2021 Admissions for any deviation
11. The candidate is informed that the class work is already commenced and directed to attend the class work.



CONVENOR
APPGE CET-2021 ADMISSIONS



AP PGEET - 2021 ADMISSIONS

Post Graduate Engineering Counselling
(Conducted By Sri Venkateswara University, Tirupati on behalf of APSCHE)
(For GATE / GPAT Qualified Candidates)



JOINING DETAILS

Hall Ticket No:	7704171770	Rank:	196
Name:	TANAKALA ROHITA	Father's Name:	TANAKALA GOVINDA RAJU
Gender:	FEMALE	Caste:	BC_U
Alloted Institute:	VNIP1	Alloted Branch:	PHANLS

Based on your acceptance to join VNIP1, PHANLS through self reporting system on date : 12/1/2022

Your joining details are confirmed vide Hallticket Number : 7704171770.

Note: Submit this along with provisional allotment order already downloaded



CONVENOR

AP PGEET-2021 ADMISSIONS



ACHARYA NAGARJUNA UNIVERSITY
COLLEGE OF PHARMACEUTICAL SCIENCES
Nagarjuna Nagar, Guntur - 522510.
Ph : 0863-2346233



PHARMACEUTICS



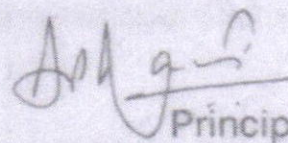
KOTNI NAVEEN KUMAR

Course : M.PHARMACY

Reg.No. : Y21MPH03026

D O B : 14-02-1999

B.Group : A+ve


Principal

Res : S/o K SREENIVASU, # 4-7, SR PURAM COLONY, JUTTADA POST
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GITAM
(Deemed to be University)
(Estd. in 3 of the UGC Act, 1956)



PROVISIONAL CERTIFICATE

Master of Pharmacy

Regd. No. : VP21PHAR0400009
Name of the Candidate : Earle Lakshman Kumar
Branch / Specialization : Pharmaceutical Analysis
School : Pharmacy

This is to certify that Mr./Ms. Earle Lakshman Kumar son / daughter of Shri. Earle Yerru Naidu bearing registration number VP21PHAR0400009 passed Master of Pharmacy degree of this University and he / she has satisfied all the requirements for the award of the Degree of the GITAM (Deemed to be University).

Month & Year of Pass	CGPA	Class
April, 2023	8.85	First Class with Distinction

Prepared by : *15*

Verified by : *16*

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Date : 17-05-2023

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