



FIS Solutions Software (India) Private Limited
CIN: U72200DL2007PTC331316
Wing 4, Cluster D, Plot No.1, S.No. 77,
MIDC Knowledge Park, EON Kharadi,
Pune 411014, INDIA
Tel.: 020-6731 7000
www.fisglobal.com

JR0151519/P/SH/07-Jun-21

To:

**Karan Sampat Rokade,
Pune.**

Subject: Offer of Employment

Dear Karan Sampat Rokade,

We refer to the discussions you have had with us and have pleasure in offering you employment on the following terms and conditions:

Terms and Conditions of offer:

India Title	IT Trainee
Global Title	InP - IT Trainee
Location	Full time at Pune
Probation Period	Six Months
Notice Period	75 Days
Work Hours	Regular work hours with exceptions due to business contingencies OR 24X7 Multi-shift requirements
Latest Joining Date	28 th June 2021

During your employment, you will be covered under the local employment legislation in India. On joining, you will be required to complete all the joining formalities and sign the employment agreement and the Employee Non-Disclosure Agreement. The employment agreement will incorporate the terms set out below.

Salary and Benefits:

Total Fixed Pay (Monthly)	: Rs. 38,760
Performance Bonus	: Rs. 34,884
Total Compensation	: Rs. 500,000
Cost to Company	: Rs. 522,780

Quarterly Incentive Performance Plan payout will be as per the prevailing Performance Incentive Plan. The actual payout amount will be based on your individual performance as well as organizational performance.

Company has different Business Units and you may be transferred within or across Business Units or across other locations of the Company based on the requirement of Company.

Regd. Office: S-405 (LGF), Greater Kailash Part II, New Delhi 110048



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During your employment with the Company, you shall be subject to, and have to abide by, the rules and regulations stipulated by the Company. The Company may, at its discretion, modify, from time to time, the rules and regulations, as it deems fit, without notice.

Your employment is subject to the background check clearance in all aspects, any discrepancies in the background check will lead to withdrawal of the offer / termination of employment.

You are requested to maintain confidentiality on all aspects of the letter of offer at all times. You shall not divulge, communicate or pass on any information, regarding the company, its business, customers, work practices and security practices to any outsider or any external vendor or contractor employed by the Company.

You are requested to report on the joining date at 9:30 am at the location specified in Annexure B to complete the joining formalities.

Annexure B also contains details regarding office address, contact person at the time of joining and a brief overview of organizational policies.

Thanking You,

Amol Gupta
Regional TPO Lead – India & Philippines

*I, **Karan Sampat Rokade**, hereby agree to the terms and conditions stated above and will join on or before **28th June 2021**. I understand that the offer is valid only up to that date and automatically stands canceled thereafter.*

Sign:

Date:



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ANNEXURE – A

Name	Karan Sampat Rokade
Designation	IT Trainee

Compensation Breakup:

<u>ANNEXURE - Compensation and Benefits</u>		
Particulars	Amount (PM)	Amount (PA)
Basic Salary	15,510	186,120
House Rent Allowance	7,755	93,060
Flexi Benefit Plan [^]	13,633	163,592
Employer's contribution to Provident Fund	1,862	22,344
BASE PAY (FIXED PAY)	38,760	465,116
Performance Bonus*		34,884
TOTAL COMPENSATION (TC)		500,000
<u>ANNUAL BENEFITS</u>		
Benefit Particulars		Amount (PA)
Gratuity (As per payment of Gratuity Act)		8,953
Premium paid by the employer for Group Health Medical Insurance**		13,827
COST TO COMPANY (CTC)		522,780
<p>* Your Performance Bonus represents the target amount (at 100% payout). Actual payouts can vary depending on performance and subject to the terms and conditions of the Incentive plan policy. Plan details are at the sole discretion of the company and subject to change.</p> <p>Taxes and other statutory deductions/payments as per applicable law.</p> <p>** To know your eligibilities for Group Health Medical Insurance, please refer to the policy</p> <p>**You will also be covered as part of Group Term Life Insurance & Group Personal Accident policy. To know your eligibility please refer to the respective policy.</p> <p>[^] Please refer to FBP Policy for details</p> <p>Your compensation can be restructured at any time protecting Total Compensation (TC)</p> <p>All salary components are governed by the company policies and statutory guidelines</p> <p>This salary sheet is strictly confidential and must not be discussed with anyone other than your Reporting Manager</p>		