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**BOSCH**

*** Personal and Confidential ***

Ms. Rachana Shree N
Mysore, Karnataka,
570003

Robert Bosch Engineering
and Business Solutions
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Fax: +91 80 6657 1404
CIN: U72400KA1997PTC023164
www.bosch-india-software.com

Our reference: TN/24732/2020

Date: 02-Sep-2020

Dear **Ms. Rachana Shree N**,

This has reference to your application and the subsequent interview/s you had with us. We are pleased to appoint you as '**Associate Software Engineer**' at RBEI at "**Level 50**" as detailed below.

1. Training Period

You will be on training for a period of 2 months from the date of your joining the organization. The company may periodically evaluate your performance during the training period. If you fail to qualify as per the minimum prescribed performance standards, the company reserves the right to decide on the continuance of your employment.

2. Compensation

a. Your annual CTC (Cost to Company) will be Rs.5,00,000/- (Rupees **Five Lakhs** only) per annum. Your CTC will comprise of Basic Salary, Buffet of Benefits (BoB), Variable Pay (CPrP) and Retrials benefits. The salary will be governed by the prevailing employment policies of the company as in force from time to time.

b. The Variable Pay (CPrP - Company Performance related Pay) planned for the year **2020** (payable in April-2021) at factor EAV 1.0 of company performance is 10% of the Annual Earned Salary (Basic Salary + Buffet of Benefits) for associates at your level. However, the actual amount will depend upon the company goal achievements. This amount is paid as per section 31-A of the Bonus Act in lieu of profit sharing bonus.

c. Please refer to **Annexure I** to know more details about your compensation package.

Your remuneration is strictly confidential between you and the Company. You are obliged to maintain absolute secrecy of the terms and conditions; failure to do so will invite disciplinary action and may even result in termination of your services.

Digitally signed by

Signer: VALLURI VENKATA VENUGOPAL
Date: Wednesday, September 9, 2020 5:21 PM



Digitally signed by

Signer: BHARATH KAKAIAH
Date: Friday, September 4, 2020 12:10 AM



Registered office: Robert Bosch Engineering and Business Solutions Private Limited, 123, Industrial Layout, Hosur Road, Koramangala, Bengaluru - 560095, India
Managing Director: Mr. Datta Salagame
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3. Retiral benefits

3.1 Company's contribution towards Provident Fund at 12% of the basic salary per month.

3.2 You will be eligible for Gratuity as per the Gratuity Act 1972 and the rules made there under.

3.3 You will also be eligible to subscribe under National Pension System (Optional) as per the policy.

4. Extended Benefits

During your employment tenure with us, you will be covered under company provided insurance:

4.1 Hospitalization Insurance - for self and family (for spouse and children up to the age 23 years).

4.2 Personal Accident Insurance - for self only.

4.3 Life Insurance - for self only.

The aforementioned perquisites are subject to alteration and amendment.

5. Salary Revision and Benefits

Salary shall be reviewed on an annual basis and you shall be notified of the amount of your salary entitlement for the succeeding year, depending on performance during the year.

6. Eligibility

This offer of employment is valid subject to your scoring a minimum of 70% aggregate with no current backlogs in Degree and 70% score consistently from SSLC onwards.

7. Retirement

You will retire from the services of the company on attaining the age of superannuation. The retirement age in Bosch is 60 years.

8. Leave Benefits

You will be entitled to 18 days of Earned Leave, 12 days of General Leave, subject to the terms and condition as per the prevailing leave policy.

9. Integrity

Each employee at Bosch is committed to ensure integrity in all aspects of their functioning. You are expected to comply with the policies as listed in the code of Business Conduct of the company as they form an integral part of the terms of your employment with Bosch. You are required to read and agree to the Rules & Regulations of Service and Conduct as listed in the **Annexure III**.

10. Conditions of Hire

10.1 The assignment offered to you is on a whole time basis. You will not carry on or be concerned with any business of your own or on behalf of anyone else directly or indirectly, nor shall you take up other business or be associated with any other business with or without remuneration during the course of employment with the company. Further, if you have any trade or business interest and have any existing connection or future connection with the Company as suppliers, dealers, agents or contractors thereof, you are obligated to disclose such connection to the Company at the time of joining, if there is a present connection and inform the management of the Company on becoming aware of any proposed transactions through such relations in the future.

Digitally signed by 
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Date: Wednesday, September 9, 2020 5:21 PM

Digitally signed by 
Signer: BHARATH KAKAIAH
Date: Friday, September 11, 2020 12:10 AM

10.2 If the Company sends you on training including research and development activities, to another country or a place in India with a view to benefit the Company in pursuance of its business objectives, which will be at an additional cost to the Company, you agree not to accept employment in a company in competition with RBEI and/ or undertake a business that is in competition with RBEI. In the event you leave the Company within **One Year** after such training period, the Company will be entitled to recover the costs from you, incurred by the Company towards such training; you may be required to sign a bond to that effect.

10.3 You have to submit a copy of your current Degree certificate / Provisional certificate and all semester marks sheets / Consolidated mark sheet on your said date of joining.

11. Transferability

Initially you will be posted at our Bangalore / Coimbatore location, however you may be transferred to provide your services to any of our existing / future establishments, sister concerns of Bosch or at our client location situated within India or abroad depending upon the company's requirements on the same terms and conditions of this letter and any additional terms that may be applicable to you as per Company policies. In case you are deputed abroad, you will be required to fulfil the conditions regarding financial security and minimum service subsequent to such deputation as per the Company's Policy.

12. Information

In accordance with the provisions of the Companies Act 1956, you are required to disclose your relations or business connections, if any, with the Directors of this Company. You are required to furnish these details in your job application form and return to us. You are also required to disclose information regarding any posts held by you including any honorary position.

13. Termination

The notice period for termination of employment on either side will be **Three months**. When payment in lieu of notice is offered by the management or the employee, the notice pay shall mean only the basic salary and does not include cash equivalent of any allowances, etc.

Payment in lieu of notice shall be subject to acceptance of the same by the Company considering unfinished tasks, projects on hand, work in progress, etc. You shall not be deemed to have been relieved of your services except upon issue of a letter to that effect.

14. Medical Fitness

This offer is provisional, subject to you being declared medically fit by our Medical Officer. On the day of joining you are required to furnish an eye fitness certificate as mentioned in the **Annexure II** appended to this letter.

15. Personal Information

This employment offer is made based on the information given by you in the RBEI application form submitted to us. In case company finds at any time, the information given by you is not correct, untrue or incomplete, the company shall have the right to dismiss you from your employment at any time without notice or salary in lieu of notice period.

Digitally signed by

Signer: VALLURI VENKATA VENUGOPAL
Date: Wednesday, September 9, 2020 5:20 PM



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Signer: BHARATH KAKAIAH
Date: Friday, September 11, 2020 12:10 AM



16. Background Check and References

Your appointment is contingent upon satisfactory report on the background check conducted by our company's approved agency relating to your education and address.

17. Acceptance and Commencement

Your appointment will be confirmed upon receiving your acceptance to this offer letter. Your functional area, location and date of joining will be informed later.

To confirm your acceptance, you are requested to communicate the acceptance of this offer within 7 days from the date of receiving this letter, to your placement officer.

We welcome you to the organization and look forward for a long and mutually beneficial association.

Please note, you are not eligible for company sponsored accommodation, therefore, you are advised to identify your suitable accommodation facility in advance of your joining.

Please sign and return the copy of this letter as a token of your acceptance of above terms and conditions at the time of your joining.

Robert Bosch Engineering and Business Solutions Private Limited

Digitally signed by

Signer: VALLURI VENKATA VENUGOPAL
Date: Wednesday, September 9, 2020 5:20 PM

Venu Gopal V V
General Manager
(Human Resources)

Digitally signed by

Signer: BHARATH KAKAIAH
Date: Friday, September 11, 2020 12:10 AM

Bharath Kakaiah
Senior HR Officer
(Human Resources)

I agree and accept the above terms and conditions and confirm that I will join duty on _____

Name

Signature

Date