Criterion-7: Institutional Values and Best Practices

7.2 Best Practices

1. Title of the Practice: DIET Best Practices – Green campus

2. Objectives of the Practice

The Green Campus Audit assessment of an institution is becoming a paramount important these days for self-assessment of the institution, which reflects the role of the institution in mitigating the present environmental problems. The college has been putting efforts to keep the environment clean since its inception. But the auditing of this non-scholastic effort of the college has not been documented. Therefore, the purpose of the present green audit is to identify, quantify, describe and prioritize frame work of EnvironmentSustainabilityincompliancewiththeapplicableregulations, policies and standards. The main objectives of carrying out Green Campus Audit are:

1. To document practices and implementation of rain water harvesting
2. The document the quality of recycled waste water for gardening, Zero Liquid Discharge Concepts
3. To document the solid Waste disposal system and e – waste management
4. To document the ambient environmental condition of air, water and noise in the campus.
5. More efficient resource management, paperless of faces
6. Top provide basis for improved sustainability and biodiversity
7. To create a green campus
8. To enable waste management through reduction of waste generation, solid-waste and water recycling
9. Recognize the cost saving methods through waste minimizing and managing
10. Impart environmental education through systematic environmental management approach and benchmarking for environmental protection
11. Financial savings through a education in resource use

3. The Context

Green Campus Audit assessment is a process of systematic identification, quantification, recording, reporting and analysis of components of environmental diversity of various establishments. It aims to analyze environmental practices within and outside of the concerned sites, which will have an impaction the eco-friendly ambience. Green audit can be a useful tool for a college to determine how and where they are using the most energy or water or resources; the college can then consider how to implement changes and make savings. It can also be used to determine the type and volume of waste, which can be used for a recycling projector to improve waste minimization plan. It can create health consciousness and promote environmental awareness, values and ethics. It provides staff and students better understanding of green impact on campus. If self-enquiry is a natural and necessary outgrowth of a quality education, it could also be stated that institutional self-enquiry is a natural and necessary outgrowth of a quality education al institution. Thus, it is imperative that the college evaluate its own contributions toward a sustainable future. As environmental sustainability is becoming an increasingly important issue for the nation, the role of higher educational institutions in relation to environmental sustainability is more prevalent.

Green audit is a potential tool which can be used effectively by an educational institution for resource usage identification and optimization. 'Green auditing is the process of identifying and determining whether institutions practices are eco-friendly and sustainable. The main objective to carry out green audit is to check green practices followed by the college and to conduct a well formulated audit report bounders and where it stands on a scale of environmental soundness.

4. The Practice

GREEN CAMPUS INITIATIVES

a. Restricted Entry of Automobiles:

The institute operates a fleet of 10 buses covering corners of Anakapalle to facilitate the students and staff. The institute encourages the staff and students to use the institute transport instead of their own vehicles for safety, security, fuel conservation and to reduce environmental pollution. The institute buses are checked for pollution by the authorized agency.Thevehiclesownedbyfacultyorstudentswithpollutionchecksticker sarepermitted into the campus. Random checks are made to check the validation and periodicity of this certificate. For two wheelers or four wheelers, security measures are mandatory.

Unknown vehicles are not permitted inside the campus without prior permission. Visitors have to record their name, purpose of entry, in and out time and signature in the register maintained at the entry gates. Separate parking area is allotted for outsiders. CCTV cameras are also installed at the gates to monitor the entry and exit of the visitors. 'Clean Green Day 'is observed once in every semester to create awareness on air pollution.

Restricted entry of automobiles

b. **Use of Bicycles/Battery Powered Vehicles**

Students and staff coming from near by villages also prefer bicycles a mode of transport for attending the Institute. It is environment friendly and prevents pollution.

Battery powered vehicle

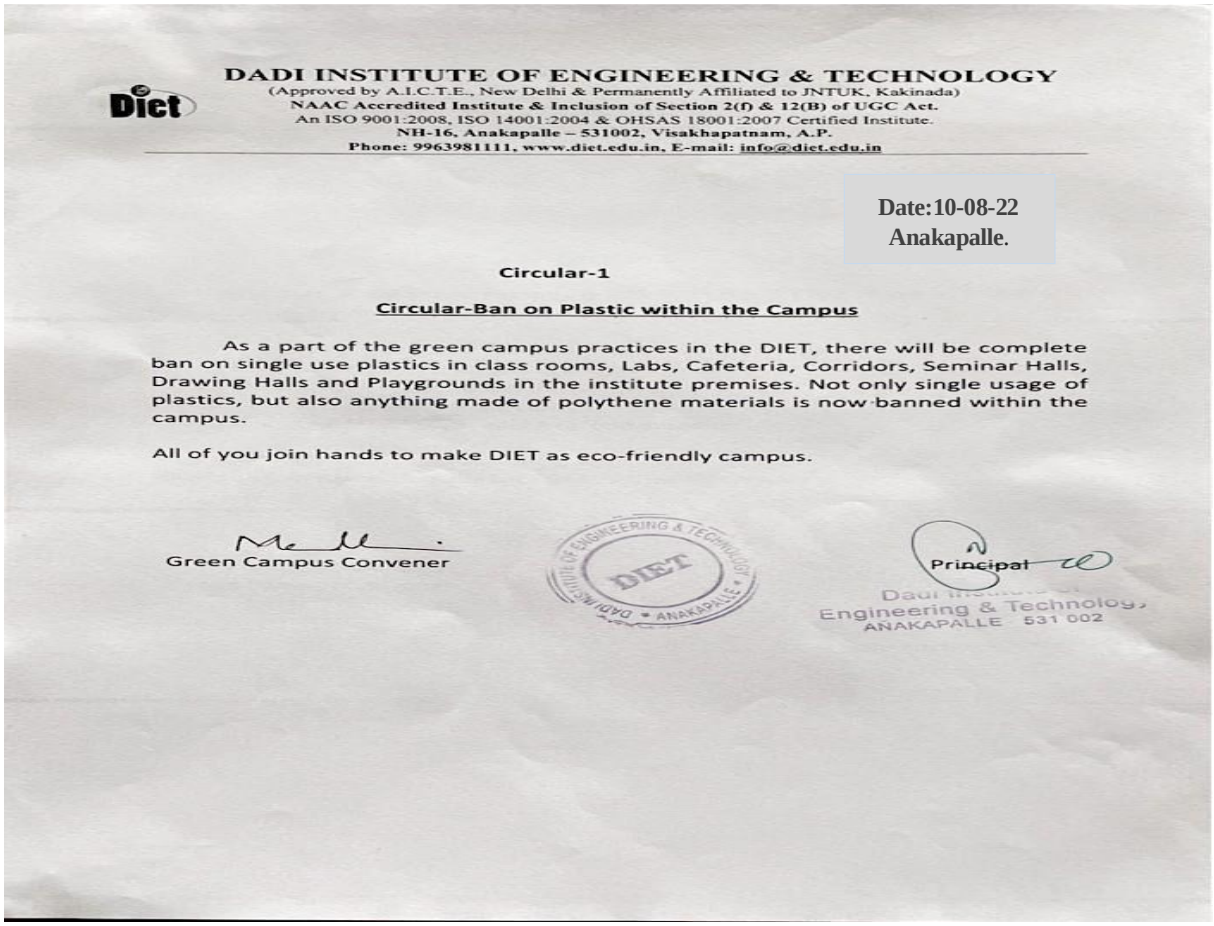
c. Pedestrian Friendly Pathways

Vehicle parking place is provided at the main entrance of the institute campus. As the campus is vehicle free with some exceptions, students and staff experience comfort walking through the pedestrian friendly pathways. The internal roads are lined with trees and solar lights and they are properly maintained by the campus maintenance committee.

Pedestrian friendly pathways

d. Ban on use of Plastic

Circulars were issued in the campus to ban Plastic usage. Within the campus, we have also gained that no-plastic zone. Single-use plastic items such as plastic bottles, bags, spoons, straws and cups are banned completely and awareness created among staff and students through orientation programmed and display boards across the campus. To restrict the use of plastic, measures have been taken to replace plastic tea cups and glasses with steel glasses in the cafeteria. The staff and students are intimated to use steel or copper water bottles instead ofplasticbottles.Signageonbanplasticsarewallmountedinmanyplacesinsidethecampus.



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Phone: 9963981111, www.diet.edu.in, E-mail: info@diet.edu.in

Date:10-08-22
Anakapalle.

Circular-1

Circular-Ban on Plastic within the Campus

As a part of the green campus practices in the DIET, there will be complete ban on single use plastics in class rooms, Labs, Cafeteria, Corridors, Seminar Halls, Drawing Halls and Playgrounds in the institute premises. Not only single usage of plastics, but also anything made of polythene materials is now banned within the campus.

All of you join hands to make DIET as eco-friendly campus.

Green Campus Convener

Principal

Ban on plastic circular

Ban of plastic boards

e. Landscaping with trees and plants

Dadi Institute of Engineering and Technology having 10.16 acres of land has various buildings such as main building and cafeteria. In the campus, nearly 35 species of plants were planted. Students of N.S.S., non-teaching staff will take care of the campus and keep the campus green and clean at all the times.

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Date:10-08-22
Anakapalle.

Circular-2

As a part of the green campus practices in the DIET, all have to follow the below - mentioned rules and regulations.

- Wear a seat belt while driving the four wheeler
- Avoid Vehicle pollution and horn Annoyance
- Wear helmet within the campus
- Always avoid triple riding
- Use bicycles to reduce carbon emission

All of you join hands to make DIET as eco-friendly campus.

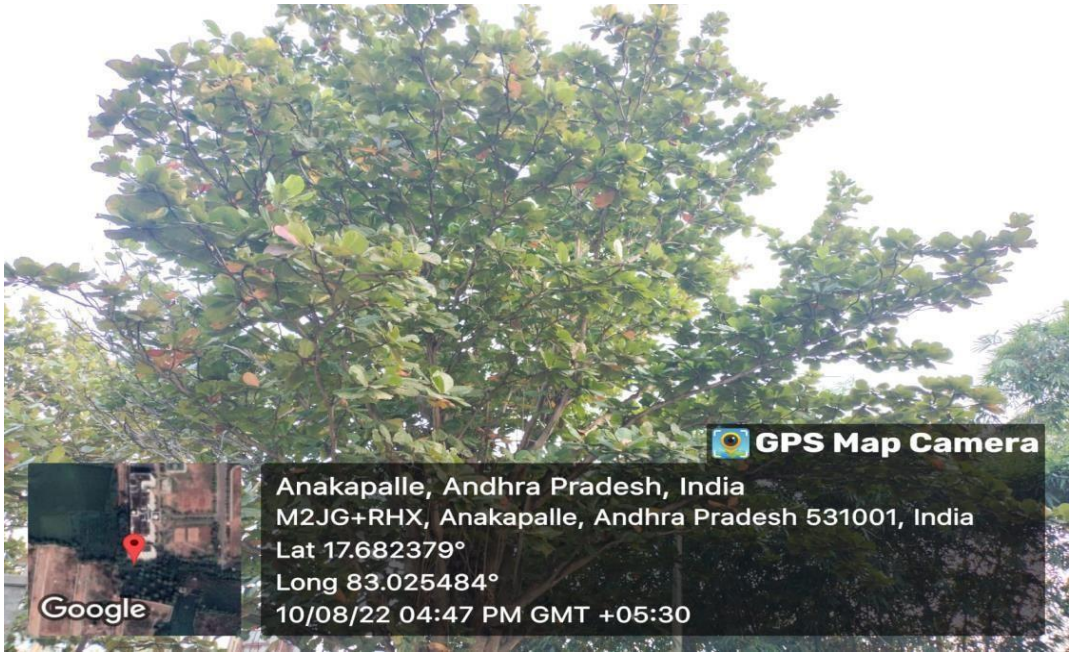
Green Campus Convener

DIET

Principal

Dadi Institute of Engineering & Technology
ANAKAPALLE - 531 002

Circular for Green Campus Initiatives



Landscaping with trees and plants

Landscaping with trees and plants

Plantation:

Landscaping with trees and plants

Criterion-7: Institutional Values and Best Practices

7.2 Best Practices

1. Title of the Practice: Mentoring

2. Objectives of the Practice

1. The goal of a mentorship program is to accelerate the personal and professional development of mentees.
2. This is achieved by providing mentees with guidance, advice and feedback from mentors with more experience than themselves.
3. Prior to pursuing a mentoring relationship, it is beneficial to ponder Commitment, Dedication and clarity.
4. To provide support and guidance on teaching, research, and mentoring of students.
5. To support the professional advancement of the mentees by relaying experiences and knowledge of mentors in the key performance are as of teaching, research and support service.
6. To address psychosocial issues of the mentees florin time remedy and to avoid thing deteriorate further.
7. To improve the study environment by improving relationships between teachers and their students and make the teaching more effective.
8. The purpose of the exercises to assess skills, strengths, weaknesses and areas where development is needed.
9. To identify achievable learning goals.
10. The plan requires following things:
11. Declaring personal goal

12. The personal goal should identify the student's values and vision inclusive of ethical considerations for personal and professional development.
13. Self-assessment & Conversation Topics

3. Challenges and issues in designing and implementation of this practice (Mention challenges encountered in your department)

There are several challenges involved in designing the structure of roles and responsibilities of the mentor-mentee scheme. The expectations from the mentor & mentee sometimes become roadblocks to the implementation.

Expectations from Both Mentor and Mentee

1. Respect on faience and trust each other.
2. Discover common ground and respect our differences.
3. Bea available as and when required with prior planning

Expectations from Mentee

1. Identify realistic goals. Discuss your needs and expectations with your mentor; think about what you want out of the program prior to each meeting.
2. Negotiate ideas and activities with your mentor.
3. Be committed to carrying out agreed-upon goals; follow through.
4. Be receptive to suggestions and feedback.
5. Keep mentors informed of progress.
6. Contact mentor if unable to attend scheduled meetings in a timely manner.
7. Realize that having a mentor is a privilege and work hard to take advantage of the opportunity.
8. Contact program staff if there is a concern with the mentor relationship.

4. Description of the Practice and its uniqueness in the context to Indian higher education (Mention limitations /Constraints)

Mentor Duties

1. Each mentor is allotted a batch of students, as suggested by the Departmental Coordinator in consultation with the Head of the Department.
2. Mentors should conduct at least four meetings per semester with the mentees

3. Mentors should take care of the mentee's batch for academic interests and support them for improvement.
4. Mentors should encourage students for extracurricular activities within the institute and at university as well as inter-University level.
5. Mentors should interact with parents only in case of extreme situations.
6. Mentors should maintain records of the entire meeting shield with mentees/ parents.
7. Mentors should update their cord regularly in the format supplied.
8. Mentors should provide information about possible financial as distance available to mentees.
9. Every Department has to conduct an “Open House” once in an academic year.
10. There cord hast openhanded over to the new mentor in case mentors are changed.

11. Annual reporting form of summary has obeyed prepared by each Mentor and to be submitted to the Departmental Coordinator.

5. Evidence of Success (Provide evidence of success such as performance against targets and benchmarks, review/results)

Academic year: 2022-23

1. Student Details:

GUNA S

GRE 2023 Qualified

Department: ECE

Academic Journey: Basically, He is good and dedicative aspirant but lack of counseling regarding higher education opportunities. During some phase he elected as IEEE student section member due to this he didn't perform well in the academics with backlogs. At this critical situation mentor plays an active role to upgrade his balancing dual roles at a time strategy which further helps him to manage time in GRE exam and performed well in interviews also.

GRE

TEST TAKER SCORE REPORT

Note: This report is not valid for transmission of scores to an institution.

Guna Samayamanthula

Most Recent Test Date: July 1, 2023

Address:

Registration Number:
Print Date: July 9, 2023

Email
Phone
Date of Birth: October 7, 2000
Gender: Male
Intended Graduate Major: Undecided (0000)

Your Scores for the General Test Taken on July 1, 2023

Verbal Reasoning

Your Scaled Score: **154**

130 — 170

60th Percentile

Quantitative Reasoning

Your Scaled Score: **164**

130 — 170

73rd Percentile

Analytical Writing

Your Score: **4.0**

0 — 6

56th Percentile

2. Student Details:
VIDYA SREE N–18U41A0438–CGPA: 8.73(Till IV-I)

Academic Achievement: Best out Going Student Award-2023

Department: ECE

Batch: 2022-23

Academic Journey: She is hard worker but lack of presentation skills. The mentor identified her drawback and motivated to excel the academic merit with good communication skills. During the academic journey she got married and she was mentally unstable at the stage to balance both personnel & professional career. Effective mentoring made her to stable in all situations and she performed well both in academics and improved her communication skills and became a role model to their juniors. As a token of her dedication & mentor efforts she got placed in Ford motors and stood as topper in the academic year. She proved that **"Marriage is not a barrier for career advancement"**

Best Out Going Student Award - 2023, **NAGAM VIDHYA SREE 18U41A0438, ECE**

3. Student Details:

B. Reecha

Department: CSE

Batch: 2022-23

- Class Representative for four years
- Good in research activities
- Self-Discipline & maintains regularity in work
- Courteous towards Teachers, Staff fellow students
- Diligent towards work

Academic Journey: She is active participant in all activities but reluctant to academics. Repeatedly, mentor felt the same impression on her. With suggestion of mentor, class teacher made her as class representative and R&D coordinator for student section. The decision works well and the attitude towards career slowly changed and finally academic results also improved. During covid phase, due to family issues he didn't perform well but **"Realization is first step for success".** She approached the mentor about She goals and he want to become a entrepreneur a result he became student editor to the research book PEER-2022 and published research journal in final year project and also participated in Smart hackathon.

Name of the Student	Regd.No.	CGPAin 1st Year	CGPAin 2nd Year		CGPAin 3rd Year	CGPA inIV-I	Overall CGPA
B. Reecha	19U41A0506	7.88	6.95		7.07	7.2	7.3

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Mobile:+919963981111,Website:www.diet.edu.in,E-mail:info@diet.edu.in

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APPOINTMENT ORDER

Rc.No. Estt/TF/Rectt/198/2023/815 Dated : 23rd April, 2023

Sub: ESTABLISHMENT – DIET - Appointment of Lecturer – Department of CSE - Orders issued – regarding.

Ref: Minutes of the Selection Committee meeting dated. 23rd April, 2023.

* * *

Ms. Boddeda Reecha, B.Tech., is hereby appointed as Lecturer in the Department of CSE in Dadi Institute of Engineering and Technology, Anakapalle and her Basic pay is fixed at Rs.15,600/- as per the A.I.C.T.E. VI Pay Scale of Rs.15600-39100-6000(DA 10%), along with usual allowances like D.A and H.R.A. She shall abide by the rules, regulations and service conditions of the AICTE, Government, JNTUGV and the Management of the Institute that are in vogue from time to time. She shall join on or before 25-06-2023.

1) You have to serve the organization for a minimum of two years from date of issue of this appointment letter. You cannot resign from your duties during this period. You may resign by giving three months notice after serving two years tenure. If notice period is less than three months, the employee has to refund the salary drawn for notice period fallen short of.

2) Your leave shall be governed by institution leave rules as amended from time to time. Your absence for a continuous period of 10 days without prior sanction of leave would result in forfeit your job.

3) The management shall be competent to terminate the services of employee immediately without any prior notice for any misconduct, misbehaviour or indiscipline activities performed inside or outside the institute.

(DADI RATNAKAR)
CHAIRMAN

Ms.Boddeda Reecha, B.Tech.,
D/o B. Srinivasa Rao,
D.No.14-26-28, China Venkanna vari Street,
Gavarapalem, Anakapalli Mdl & Dist - 531 001.

4. Student Details:

K. Satyavathi
Department: CSE
Batch: 2022-23

- Class Representative for four years
- Good in research activities
- Self-Discipline &maintains regularity in work
- Courteous towards Teachers, Staff fellow students
- Diligent towards work

Academic Journey: She is active participant in all activities but reluctant to academics. Repeatedly, mentor felt the same impression on her. With suggestion of mentor, class teacher made her as class representative and R&D coordinator for student section. The decision works well and the attitude towards career slowly changed and finally academic results also improved. During covid phase, due to family issues he didn't perform well but **"Realization is first step for success".** She approached the mentor about She goals and he want to become a entrepreneur a result he became student editor to the research book PEER-2022 and published research journal in final year project and also participated in Smart hackathon.

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Ph : 9963981111, 9963694444 / diet.edu.in / info@diet.edu.in

APPOINTMENT ORDER

Rc.No. Estt/TF/Rectt/199/2023/816 Dated : 23rd April, 2023

Sub: ESTABLISHMENT – DIET - Appointment of Lecturer – Department of CSE - Orders issued – regarding.

Ref: Minutes of the Selection Committee meeting dated. 23rd April, 2023.

* * *

Ms. Kattamuri Satyavathi, B.Tech., is hereby appointed as Lecturer in the Department of CSE in Dadi Institute of Engineering and Technology, Anakapalle and her Basic pay is fixed at Rs.15,600/- as per the A.I.C.T.E. VI Pay Scale of Rs.15600-39100-6000(DA 10%), along with usual allowances like D.A and H.R.A. She shall abide by the rules, regulations and service conditions of the AICTE, Government, JNTUGV and the Management of the Institute that are in vogue from time to time. She shall join on or before 25-06-2023.

1) You have to serve the organization for a minimum of two years from date of issue of this appointment letter. You cannot resign from your duties during this period. You may resign by giving three months notice after serving two years tenure. If notice period is less than three months, the employee has to refund the salary drawn for notice period fallen short of.

2) Your leave shall be governed by institution leave rules as amended from time to time. Your absence for a continuous period of 10 days without prior sanction of leave would result in forfeit your job.

3) The management shall be competent to terminate the services of employee immediately without any prior notice for any misconduct, misbehaviour or indiscipline activities performed inside or outside the institute.

(DADI RATNAKAR)
CHAIRMAN

Ms.Kattamuri Satyavathi, B.Tech.,
D/o K. Venkata Rao,
D.No.16-144, Rangulameda Veedhi, Kothuru Bus Stop,
AMAL College Junction, Anakapalli Mdl & Dist - 531 001.

5. Student Details:

Student Details:

Tabassum

Department: CSE

- Class Representative for four years
- Good in research activities
- Self-Discipline &maintains regularity in work
- Courteous towards Teachers, Staff fellow students
- Diligent towards work

Academic Journey: She is active participant in all activities but reluctant to academics. Repeatedly, mentor felt the same impression on her. With suggestion of mentor, class teacher made her as class representative and R&D coordinator for student section. The decision works well and the attitude towards career slowly changed and finally academic results also improved. During covid phase, due to family issues he didn't perform well but **"Realization is first step for success".** She approached the mentor about She goals and he want to become an entrepreneur a result he became student editor to the research book PEER-2022 and published research journal in final year project and also participated in Smart hackathon.

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APPOINTMENT ORDER

Rc.No. Estt/TF/Rectt/194/2023/812 Dated : 23rd April, 2023

Sub: ESTABLISHMENT – DIET - Appointment of Lecturer – Department of CSE - Orders issued – regarding.

Ref: Minutes of the Selection Committee meeting dated. 23rd April, 2023.

* * *

Ms. Tabassum, B.Tech., is hereby appointed as Lecturer in the Department of CSE in Dadi Institute of Engineering and Technology, Anakapalle and her Basic pay is fixed at Rs.15,600/- as per the A.I.C.T.E. VI Pay Scale of Rs.15600-39100-6000(DA 10%), along with usual allowances like D.A and H.R.A. She shall abide by the rules, regulations and service conditions of the AICTE, Government, JNTUGV and the Management of the Institute that are in vogue from time to time. She shall join on or before 31-05-2023.

1) You have to serve the organization for a minimum of two years from date of issue of this appointment letter. You cannot resign from your duties during this period. You may resign by giving three months notice after serving two years tenure. If notice period is less than three months, the employee has to refund the salary drawn for notice period fallen short of.

2) Your leave shall be governed by institution leave rules as amended from time to time. Your absence for a continuous period of 10 days without prior sanction of leave would result in forfeit your job.

3) The management shall be competent to terminate the services of employee immediately without any prior notice for any misconduct, misbehaviour or indiscipline activities performed inside or outside the institute.

(DADI RATNAKAR)
CHAIRMAN

Ms.Tabassum, B.Tech.,
D/o Md. Tajuddeen Babu,
D.No.13-6-F5, Beside Dhana Latha Hospital,
B.C. Road, New Gajuwaka, Visahapatnam-530 026.

7. Student Details:
Name: B. LIKHITHA
Branch: EEE
Academic Journey:

She is from a small village named at have under Visakhapatnam Dist. His father is a farmer. Her schooling was completely in Telugu medium. He joined the college with a very poor communication skill set. He couldn't cope up initially with English mode of delivery and failed in 2 subjects during 1-1 Sem. Later under extreme mentor supervision he started improving himself with 1 backlog in 1-2 sem. From then he was clearing all his subjects regularly without any backlogs, she secured Second prize in poster presentation competition in Vignan's institute of Engineering for Women, Visakhapatnam.

DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

8. Student Details:
Manikanta Yelamanchilli
Batch: 2022-23

- Class Representative for four years
- Good in research activities
- Self-Discipline &maintains regularity in work
- Courteous towards Teachers, Staff fellow students
- Diligent towards work

Academic Journey: He is active participant in all activities but reluctant to academics. Repeatedly, mentor felt the same impression on him. With suggestion of mentor, class teacher made him as class representative and R&D coordinator for student section. The decision works well and the attitude towards career slowly changed and finally academic results also improved. During covid phase, due to family issues he didn't perform well but **"Realization is first step for success".** He approached the mentor about his goals and he want to become an entrepreneur a result he became student editor to the research book PEER-2022 and published research journal in final year project and also participated in Smart hackathon.

DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

TECNICS

Tecnics Integration Technologies Private Limited
Plot No. 12/1, Sector I, HUDA Techno Enclave, Madhapur, HITEC City, Hyderabad-500081, Telangana, India
CIN: U74200TG2005PTC045331, Ph: +91 40 29805498, E-mail: hr_opps@tecnics.com, www.tecnics.com

Date: August 22, 2023

Mr. Manikanta Yalamanchili,
Hyderabad.

OFFER LETTER

Dear Manikanta Yalamanchili,

With reference to the interview and subsequent discussions you had with us, we are pleased to offer you the position of **Associate Software Engineer** in our organization on the following terms and conditions:

- You will be paid a total compensation of Rs. 3,05,000 (Rupees Three Lakhs Five Thousand Per Annum only) on cost-to-company basis.
- You are requested to join with us on or before **August 22, 2023** at Hyderabad location.
- A **detailed appointment letter** with the **break-up of salary** will be issued to you at the time of your joining the company.
- You would need to travel as per business requirement if required.
- You would need to submit the following documents on the day of joining.

1. Original educational certificates and mark sheets of the degrees obtained
2. 3 Photo copies of PAN card
3. 3 Passport / Voter ID / Aadhar Card photo copies
4. 6 latest Photographs
5. Salary certificate / Latest 3 months Pay slip and Form 16 or Form 26AS
6. Relieving and Experience letters of present and previous companies

***Note*:** Please revert with the confirmation of date of joining within 24 hours otherwise your offer will be cancelled automatically. This offer is valid subject to reference checks.

(PTO)

DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

9. Student Details:

Name: SRI LASYA G

Branch: CSE

Batch: 2022-23 Academic Journeys:

She is from are mote place named madugula. She needs to travelnearly90kmto and fro from her home to college daily. The transport facility is very poor, only 1 bus for every 2 hrs. Her education is from Govt. Institutions. Initially she was lagging in her academics with couple of backlogs. The mentor suggestions in every semester were to improve the communication skills. She took up all those suggestions positively, improved herself in Academics and by end of her final year, she cleared all her subjects. She finally stood as a role model for all the girls coming from govt institutes and a remote village by placing in a top MNC “TCS”.

GROSS SALARY SHEET **Annexure 1**

Name	**Sri Lasya Gudipati**
Designation	**Assistant System Engineer-Trainee**
Institute Name	**Dadi Institute Of Engineering And Technology (Diet)**

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.
* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.
**The Performance Pay is applicable upon successful completion of the TCS Xplore Program.
*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.
**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
GROSS BOUQUET OF BENEFITS	7,646	91,752

TCS Confidential **14**
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Tata Consultancy Services Limited
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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

10. Student Details:

Kalli Anjali

Academic Achievement**: Topper of the Batch (2022-23)**

Placement**: Business Development Executive.**

Academic Journey: She is hard worker but lack of presentation skills. The mentor identified her drawback and motivated to excel the academic merit with good communication skills. During the academic journey she got married and she was mentally unstable at the stage to balance both personnel & professional career. Effective mentoring made her to stable in all situations and she

Performed well both in academics and improved her communication skills and became a role model to their juniors. As a token of her dedication & mentor efforts she got placed in Ford motors and stood as topper in the academic year. She proved that **"Marriage is not a barrier for career advancement"**

DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

23rd August 2023

To

Kalli Anjali,
H-NO 1-15, Pothireddi Palem,
Yelamanchili Mandalam,
Pothureddipalem,
Visakhapatnam,
Andhara Pradesh - 531055

We are confident that your talents will make a substantial contribution to the success of our team immediately and in the future. Because of our confidence in your ability to contribute to the success of our organization, we are pleased to offer this letter as an offer of Employment outlining the major components of the responsibilities that we envision you fulfilling:

Position: You will be employed on an at-will basis as a **Business Development Executive.** You will report directly to **Regional Sales Director (Mr. Ganesh Yarrabothula)**

Quota: This sales position will be quota and milestone bearing. Below is outline of your quota.

Monthly Sales target - 45 Extensions per month

First month - 25% of above sales target to be achieved
Second month - at least 50% of above sales target to be achieved
Third month - at least 75% of above sales target to be achieved
Fourth month onwards 100% of above sales target to be achieved

Salary: Your gross salary would be Rupees twenty thousand and two twenty **(20,220)** monthly, less professional tax, if any. You will be classified as a salaried exempt employee, and therefore,not eligible for overtime payment.

Incentive Compensation: A commission-based incentive compensation plan will be offered to you. The plan for your position will have multiple commissionable components that may include; revenue and production targets as well as components for quality and other business related objectives.

Paid Time Off: VoIP Office offers you (10) paid vacation days and standard company paid holidays. As a new employee you will not be eligible to receive vacation time until you complete your first twelve (12) calendar months of employment.

Company may terminate you without notice due to unauthorized absence from duty, non-performance, misconduct, fraud, negligence, theft, will full violation of the company rules, misappropriation, imprisonment or censure by a court of law or as it may deem fit in the instant case.

All inventions, improvements and discoveries made solely by you or jointly while on duty need to be disclosed to the company and the company has the sole right, title and interest

+91 40-4052 7700
www.voipoffice.in
/ VoIPOffice

Trendz Utility, Plot No.25, Survey No.37-41, 3rd Floor,
Gafoor Nagar, Vittal Rao Nagar Road, Madhapur,
Hyderabad, TS - 500081

Document Ref: ORRBP-4RBXQ-9EZU4-VECB8

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DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

Dadi Institute of Engineering & Technology
Anakapalle, Visakhapatnam - 531 002, www.diet.edu.in

STUDENT GENERAL INFORMATION

IV YEAR Photograph

Admitted Batch : 2019 Branch : Civil

1. Student Profile -

a. Name of the Student : K. Anjali
b. Surname : Kalla
c. Nationality : Indian d. Religion : Hindu
e. Caste : Kapu/Velama f. Category : BC-D
g. Date of Birth : 15/5/2002 h. Place of Birth : Yellamanchilli
i. Hall Ticket No. : 19U41A0101
j. Aadhar No. : 218840399079
K. Residence Address : Door No. 1-15
Building Name / Flat : Petireddy Palem
Street : Ramalayam Veedi
City : Visakhapatnam District : Visakhapatnam
State : Andhra pradesh Pin Code : 531055
l. Student Mobile No. : 8119680455
m. Residence Landline No. :
n. E-Mail of Student : 2002jaikalla@gmail.com
o. Mother Tongue :

2. Profile of Parents -

a. Name of the Father : Kalla Srinivasa Rao
Occupation : Farmer
landline : Mobile No. : 9515532381
Education : ITI E-Mail id :
b. Name of the Mother : K. Aruna
Occupation : House wife
landline : — Mobile No. : 9177259928
Education : E-Mail id :

DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

11. Student Details:

CH. DURGA PRASAD

CGPA: 6.4 (Till IV-I) Placement: Cloud Kinetics Technology Solutions Private Limited.

Professional Body Membership: 96152406

He is good student, "Sudden Freedom sometimes makes a person dumb" likewise, he is irregular to classes. Mentoring helps to came out of it and improved his communication skills by reading newspapers in central library. As a result, he got placed in 3 companies and also elected as student editor for PEER-2022 research book. **"Sometimes gold is covered with dirt…but effective mentoring we made a beautiful golden ornament**"

DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

DocuSign Envelope ID: 183009AD-E919-412B-BFF6-9D1296C9B43E

Cloud Kinetics Technology Solutions Pvt. Ltd.

CIN: U72900TN2012PTC085529
https://www.cloud-kinetics.com/

Employment Agreement

24 November 2022

Chandana Durga Prasad
Plot no. 31,
Bheem Nagar
Gadwal,
Mahabubnagar
Telangana-509125
PAN: FZZPP1536D
(hereafter called "**You/Your**")

Dear **Chandana Durga Prasad**

We take pleasure in appointing You with **Cloud Kinetics Technology Solutions Private Limited.** (the "**Company**") as **Associate Engineer**, subject to the following terms and conditions.

This Contract of Employment ("**Agreement**") outlines the terms and conditions of Your employment with the Company. The terms and conditions contained herein override and supersede any terms and conditions of previous employment agreements and related letters between You and the Company.

1. Position and Designation

1.1 Your employment as **Associate Engineer**, is on a full-time basis.
1.2 You will be required to perform the duties for this position and any other duties the Company may assign to You, having regard to Your skills, training and experience.
1.3 You will diligently perform the duties assigned to You by Company and comply with all directions, rules and regulations laid down by the Company.
1.4 You will carry out Your duties in a proper, loyal and efficient manner and use your best efforts to promote the interests and reputation of the Company and not do anything which is detrimental to the interests of the Company.
1.5 You will be required to work out of the Cloud Kinetics Office situated at **Chennai** or elsewhere as reasonably directed by the employer. The Company may also require You to travel within India as well as internationally as may be required for the proper discharge of Your duties and responsibilities. You will be reimbursed travel expenses as per the Company policy applicable to You.
1.6 Probation Period. The first six (6) consecutive months of Your employment at the Company are agreed to constitute a period of probation during which the Company shall have the opportunity to assess the suitability of Your performance and conduct ("**Probation Period**"). For the avoidance of doubt, any period of engagement with the Company prior to this Agreement will be counted towards Probation Period referred to in this paragraph.

2. Ordinary hours of work

2.1 Normal working hours are from Monday to Friday, 9 am to 6 pm with one (1) hour break.
2.2 Working hours may change as per the client, project or department You are assigned to. You may be required to work beyond the times set forth above to achieve Your job requirements.

3/F Rayala Techno Park, 144/7 Rajiv Gandhi Salai, OMR, Kottivakkam, Chennai 600 041
Branch Office: Aikya Vihar, Plot 218, B Block, 1st Floor, Kavuri Hills Phase II, Hyderabad 500033

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DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

12. Student Details:

G.Sri Lasya

Academic Achievement: Topper of the Batch (2022-23)

Placement: TCS Assistant System Engineer - Trainee

Academic Journey: She is hard worker but lack of presentation skills. The mentor identified her drawback and motivated to excel the academic merit with good communication skills. During the academic journey she got married and she was mentally unstable at the stage to balance both personnel & professional career. Effective mentoring made her to stable in all situations and she

DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

Offer: Computer Consultancy
Ref: TCSL/DT20222840183/Hyderabad
Date: 24/11/2022

Ms. Sri Lasya Gudipati
H. No 54-12-50Bhanu Nagar,
Maddilapalem, Krishna College,
Visakhapatnam-530013,
Andhrapradesh.
Tel# -6281199546

Dear Sri Lasya Gudipati,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

Principal
PRINCIPAL
Dadi Institute of
Engineering & Technology
ANAKAPALLE - 531 002.