HDFC Bank Ltd.

April 06, 2015
Applicant No. 50520175

Name : AAKANKSHA RATHORE

Grade: Assistant Manager

Vertical : RETAIL BRANCH BANKING

Location : GURGAON

Contact Number: 8890971706

	Per Month (Rs)	Per Annum (Rs)
Base	12250	147000
HRA	3875	46500
Conveyance	800	9600
Medical	1250	15000
Lunch Allowance	910	10920
Personal Pay	5250	63000
Other Allowance	8175	98100
LTA		12250
Total Fixed Cost (A)	32510	402370
Provident Fund	1470	17640
Retirals(B)	1470	17640
Total Fixed Pay (A+B)	33980	420010

Welcome to the HDFC Bank family.

HDFC BANK
We understand your world

HDFC Bank House,
Vatika Atrium "A Block"
Sector - 53, Golf Course Road,
Gurgaon - 122 002
Tel. : 95-124-466 4000

Personal & Confidential

April 06, 2015

50520175

AAKANKSHA RATHORE

GURGAON

Dear AAKANKSHA,

Further to the interview and discussion you had with us, we are pleased to offer you the position of **Assistant Manager - RETAIL BRANCH BANKING** in HDFC Bank subject to the following terms and conditions:

Band	:	**E1**
Base salary	:	**Rs. 147000/- p.a.**

(This salary will be taken into consideration while computing retiral benefits)

HRA	:	**Rs. 46500/- p.a.**
Conveyance	:	**Rs. 9600/- p.a.**
Medical	:	**Rs. 15000/- p.a.**
Lunch Allowance	:	**Rs. 10920/- p.a.**
Personal Pay	:	**Rs. 63000/- p.a.**
Other Allowance	:	**Rs. 98100/- p.a.**

(The above compensation will be payable to you every month in the salary. You may claim income tax exemption as applicable within the parameters of the applicable tax structure)

Leave Travel Allowance:
You would be entitled to LTA @ one month's base salary, after completion of one year of service in the Bank. The tax exemption on LTA will be in accordance with Income Tax provisions.

Provident Fund:
You will be covered under the Bank's Provident Fund Trust. The Bank shall contribute 12% of your base salary towards provident and pension funds in accordance with applicable laws.

Personal Pay:
The component of Personal Pay is specific to each individual and varies with regards to a person's level, performance rating, contribution, skills and competencies.

Hospitalisation Benefit:
You will be entitled to hospitalisation benefits under the prevailing Hospitalisation Scheme of the Bank.

Probationary Period:
You will be on probation for a period of six months from the date of your employment. Subject to satisfactory performance during the probationary period you will be confirmed in the services of the Bank.

During probationary period either party may terminate the services by giving one month's notice or salary in lieu thereof at the bank's discretion. However, after confirmation either party will be required to give three months' notice or Salary in lieu of notice at the bank's discretion.

Job description:
Your duties and responsibilities will be explained to you on your joining the bank. However, you shall execute and perform all such duties that may be assigned to you by the Bank from time to time and the Bank reserves its right to vary these at its discretion.

Location:
Your initial place of posting will be GURGAON. However, the Bank reserves the right to transfer you to any other Office/Branch, Subsidiary or Associate Company of the Bank, in India, that is in existence or may come into existence at a future date.

Secrecy:
It is a condition of your employment that you will not, for whatever reason, divulge without express written authority from the Management, any information relating to the Bank or any of its constituents or employees, as received by you in the course of your employment and after the cessation of your employment with the Bank.

Alternative Employment:
During the course of your employment with the Bank, you will not engage yourself directly or indirectly in any trade, business, occupation, employment, service or calling whether for remuneration or otherwise, without the prior written consent of the Bank.

Conditions Precedent: The offer is made to you subject to the following pre-conditions:

a) The Bank receiving satisfactory character references from suitable referees to be suggested by yourself, preferably one referee being a person who has supervised you in a professional capacity at some stage in your career.

Additionally, the Bank reserves the right to seek references from your current/previous employer(s), at any stage, subsequent to your acceptance of this offer letter.

b) The Bank receiving attested copies of all your degrees and professional qualifications certificates and documentary evidence of scholarships or prizes won, if any.

c) The Bank receiving a copy of the relieving letter from your previous employer.

d) The Self Declaration given by you in respect of your medical fitness is in order.

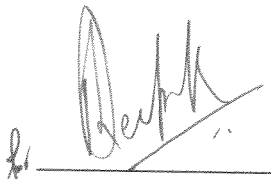
The terms and conditions set out in this letter of appointment constitute service conditions applicable to your employment in the Bank and with regard to any dispute arising thereof, the Mumbai Courts will have exclusive jurisdiction.

Notwithstanding anything contained in the above paragraphs, your services may be terminated by the Bank if you are found to be indulging in acts of Commission/Omission which may be prejudicial to the interests of the Bank or any act of dishonesty, disobedience, insubordination or any other misconduct or neglect of duty or incompetence in the discharge of duty on your part.

Kindly note that you are required to join the Bank as per the joining date agreed basis our discussion not exceeding 90 days from the receipt of the letter. You are required to give acceptance of the offer & above terms and conditions of employment immediately on receipt of this offer letter. This offer letter will be valid for a maximum of 90 days from the date of this letter.

We welcome you to HDFC BANK and look forward to having a long and mutually beneficial association with you.

Yours truly,
For HDFC BANK LIMITED,



Beenata Lawrence
Assistant Vice President - Human Resources

Accepted,

AAKANKSHA RATHORE

HDFC BANK
We understand your world

HDFC Bank House,
Vatika Atrium "A Block"
Sector - 53, Golf Course Road,
Gurgaon - 122 002
Tel. : 95-124-466 4000

Personal & Confidential

April 06, 2015

50520175

AAKANKSHA RATHORE

GURGAON

Dear AAKANKSHA,

Further to the interview and discussion you had with us, we are pleased to offer you the position of **Assistant Manager - RETAIL BRANCH BANKING** in HDFC Bank subject to the following terms and conditions:

Band	:	**E1**
Base salary	:	**Rs. 147000/- p.a.**

(This salary will be taken into consideration while computing retiral benefits)

HRA	:	**Rs. 46500/- p.a.**
Conveyance	:	**Rs. 9600/- p.a.**
Medical	:	**Rs. 15000/- p.a.**
Lunch Allowance	:	**Rs. 10920/- p.a.**
Personal Pay	:	**Rs. 63000/- p.a.**
Other Allowance	:	**Rs. 98100/- p.a.**

(The above compensation will be payable to you every month in the salary. You may claim income tax exemption as applicable within the parameters of the applicable tax structure)

Leave Travel Allowance:
You would be entitled to LTA @ one month's base salary, after completion of one year of service in the Bank. The tax exemption on LTA will be in accordance with Income Tax provisions.

Provident Fund:
You will be covered under the Bank's Provident Fund Trust. The Bank shall contribute 12% of your base salary towards provident and pension funds in accordance with applicable laws.

Personal Pay:
The component of Personal Pay is specific to each individual and varies with regards to a person's level, performance rating, contribution, skills and competencies.

Hospitalisation Benefit:
You will be entitled to hospitalisation benefits under the prevailing Hospitalisation Scheme of the Bank.

Probationary Period:
You will be on probation for a period of six months from the date of your employment. Subject to satisfactory performance during the probationary period you will be confirmed in the services of the Bank.

During probationary period either party may terminate the services by giving one month's notice or salary in lieu thereof at the bank's discretion. However, after confirmation either party will be required to give three months' notice or Salary in lieu of notice at the bank's discretion.

Job description:
Your duties and responsibilities will be explained to you on your joining the bank. However, you shall execute and perform all such duties that may be assigned to you by the Bank from time to time and the Bank reserves its right to vary these at its discretion.

Location:
Your initial place of posting will be GURGAON. However, the Bank reserves the right to transfer you to any other Office/Branch, Subsidiary or Associate Company of the Bank, in India, that is in existence or may come into existence at a future date.

Secrecy:
It is a condition of your employment that you will not, for whatever reason, divulge without express written authority from the Management, any information relating to the Bank or any of its constituents or employees, as received by you in the course of your employment and after the cessation of your employment with the Bank.

Alternative Employment:
During the course of your employment with the Bank, you will not engage yourself directly or indirectly in any trade, business, occupation, employment, service or calling whether for remuneration or otherwise, without the prior written consent of the Bank.

Conditions Precedent: The offer is made to you subject to the following pre-conditions:

a) The Bank receiving satisfactory character references from suitable referees to be suggested by yourself, preferably one referee being a person who has supervised you in a professional capacity at some stage in your career.

Additionally, the Bank reserves the right to seek references from your current/previous employer(s), at any stage, subsequent to your acceptance of this offer letter.

b) The Bank receiving attested copies of all your degrees and professional qualifications certificates and documentary evidence of scholarships or prizes won, if any.

c) The Bank receiving a copy of the relieving letter from your previous employer.

d) The Self Declaration given by you in respect of your medical fitness is in order.

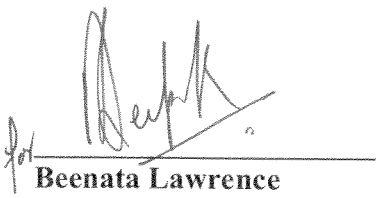
The terms and conditions set out in this letter of appointment constitute service conditions applicable to your employment in the Bank and with regard to any dispute arising thereof, the Mumbai Courts will have exclusive jurisdiction.

Notwithstanding anything contained in the above paragraphs, your services may be terminated by the Bank if you are found to be indulging in acts of Commission/Omission which may be prejudicial to the interests of the Bank or any act of dishonesty, disobedience, insubordination or any other misconduct or neglect of duty or incompetence in the discharge of duty on your part.

Kindly note that you are required to join the Bank as per the joining date agreed basis our discussion not exceeding 90 days from the receipt of the letter. You are required to give acceptance of the offer & above terms and conditions of employment immediately on receipt of this offer letter. This offer letter will be valid for a maximum of 90 days from the date of this letter.

We welcome you to HDFC BANK and look forward to having a long and mutually beneficial association with you.

Yours truly,
For HDFC BANK LIMITED,



Beenata Lawrence
Assistant Vice President - Human Resources