

**2019-2020**

Thanks

Vineeta Chawla

## **Crisil Internship**

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**From:** Vineeta Chawla  
**Sent:** 22 August 2019 10:36  
**To:** 'dashrath.mane@ves.ac.in' <dashrath.mane@ves.ac.in>  
**Cc:** varda Khanzode <varda.Khanzode@crisil.com>  
**Subject:** Vivekananda- recruitment dates

'External'

Hi Dashrath,

We are pleased to inform you that Crisil would want to come to your college for a campus drive .

This drive would provide great opportunities for students to set a strong foundation to their career.

For this, the students will have to go through set assessments (online test, GD and PI rounds).

Basis the results of these assessments, the shortlisted students will qualify to do an internship for 6 months with the Brand.

A monthly stipend of INR 15,000/ - will be provided for their services.

In the process, their performances will be evaluated and basis the performance PPO will be offered.

(PPO is subject to Performance )

The PPO offered will be of 3.3 L.

We are in the process of revising it. We will circle back in case, there is any update for the same.  
We can take things forward by freezing the followings dates for recruitment drive:

- 26<sup>TH</sup> AUG, 2019 – Test - Online
- 29<sup>TH</sup> AUG, 2019 – INTERVIEW

Also, PFA the JD for your reference,

It is advisable for the students to refer our website for better understanding of the Brand's Business.

<https://crisil.com/>

Thanks

**Vineeta Chawla**

Senior Executive, HR

*[Learn, Grow & Inspire]*

9899895648

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CRISIL House, Central Avenue, Hiranandani Business Park, Powai, Mumbai – 400076, India

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**2 attachments**

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 **image001.png**  
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August 24, 2020

**Ms. Pratibha Pal**  
**Employee Code - 1011062**

**Project Completion Certificate**

**Ms. Pratibha Pal**, A student of – Vivekanand Education Society's Institute of Technology (VESIT) has satisfactorily completed the internship project with us from January 15, 2020 to August 16, 2020

Her project was with the Corporate Technology - Development in Mumbai Crisil House.

Project Name: SMART and Data Extraction

Her project guide was Paras Shah, Associate Director- Corporate Technology.

We wish her all the best in her future assignments.

Yours faithfully,

**For CRISIL Limited**



**Anand Sivashankar**  
**Director – Human Resources**

**CRISIL Limited**

Corporate Identity Number: L67120MH1987PLC042363

Date: 10 January 2020

Letter Reference: Contract / 10 January 2020 / Ref No. 3964-28357-38174

**Ravikumar Lalitkumar Soni**

16/1 Zohra Bai Chawl, Dutt Guru Lane, Takyaward  
Sarveshwar Mandir Marg, Kurla (W)  
Mumbai  
Maharashtra - 400070

Dear Ravikumar,

### Internship

We thank you for your interest to associate with our organisation as an intern for a short period, pending completion of your management education.

We are delighted to offer you internship with our organisation and welcome you to the CRISIL family. You will undergo internship with CRISIL Limited (*Company*).

The particulars of your internship are given in the attached Annexure I. Your internship will be governed by the terms and conditions set out in the attached Annexure II (*T&C*).

Please go through each of these and return a copy of this letter to us signed by you (together with the T&C duly initialled) as a token of your acceptance, within 2 working days of your receipt.

Yours faithfully,  
For CRISIL Limited



**Anupam Kaura**  
President - Human Resources

Encl.: Annexure I and II.

By signing below, I acknowledge and confirm that: (a) I have received this letter along with its annexure; (b) I have read the T&C fully. I understand that my internship with you will be governed by the terms and conditions of the Agreement, which I accept and agree to be bound by.

Signature: \_\_\_\_\_ ( Ravikumar Lalitkumar Soni )

Date of Signature: \_\_\_\_\_

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**Annexure I**

Particulars of Internship - attached to letter reference 3964-28357-38174 dated 10 January 2020 issued to:

**Name of the Intern: Ravikumar Lalitkumar Soni**

<b>Particulars</b>	
<b>Department</b>	Corporate Technology-Development
<b>Location</b>	Mumbai Crisil House
<b>Internship Start Date</b>	15 January 2020
<b>Internship End Date</b>	15 July 2020
<b>Monthly Stipend (INR)*</b>	15,000
<b>Leave</b>	<u>02</u> Days per month.*

\* Prorated if for part of a month or other relevant period.

Employer's Signature: 

Intern's Signature: \_\_\_\_\_

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Letter Reference: Contract / 10 January 2020 / Ref No. 3964-28357-38174

**Annexure II**  
**Internship Terms and Conditions (T&C)**

**General**

In these T&C, certain terms have special meaning. They are indicated by boldfaced and italicized font where defined and capitalized where used. Unless opposed to the context, those defined terms will have the meaning given to them in these T&C. Some such terms are:

**Affiliate** means a company that controls, is controlled by or is under a common control with, the Company ("control" means the ability of an entity to direct the management and policies of another entity, whether by ownership of shares or otherwise).

**Agreement** means, collectively: (a) these T&C; (b) the annexure and schedules expressly stated to be forming part of your internship terms and conditions; (c) the Codes and Policies; (d) any amendment issued to you in writing by the Company which expressly amends the terms and conditions or other particulars of your internship with the Company.

**Codes** and **Policies** are defined in paragraph 10 below.

**Relevant Law** means, as relevant, all laws, regulations, orders of a judicial, statutory or other authority that the Company is bound to comply with.

**Us, our, we, or Company** refer to the legal entity employing you – which is the legal entity on whose letterhead your internship contract including these T&C is issued.

**You** and **your** refer to the person to whom this letter is addressed.

More such terms are defined below and in the Annexure. Where the context requires: (a) a reference to one gender includes a reference to the other genders; (b) a reference to a singular includes a reference to its plural and vice versa; (c) reference to a law, regulation or order includes their revision, replacement or re-enactment. Annexure or schedules referred in these T&C refer to those attached to these T&C.

1. Your Internship
  - i. You will undergo internship with the Company for the period stated in Annexure I. You understand this is not an employment. You do not have rights or benefits that are available only to employees of the Company. This internship does not oblige the Company to offer you employment with the Company on the completion of your internship.
  - ii. You will apply yourself diligently to the internship and devote your whole time and attention to it. You will not undertake any other business, work or activity whether or not for consideration which, as determined by the Company in its sole discretion, may: (a) interfere with the Company's business or your internship; or (b) harm the Company's legitimate interests.
2. Timing, Office Location, Leave
  - i. You will follow the timings and business hours applicable at the relevant time to the establishment or office to which you are attached.
  - ii. The Company may from time to time by a written notice to you transfer, assign or second your internship to any Affiliate, successors in business, its clients or counterparties, or to any person or entity to whom the Company may transfer any part of its business.

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- iii. During the period of internship you will be eligible for leave as specified in Annexure I. You may avail of such leave with necessary approvals.

**3. Medical Fitness**

If you are not medically fit to undergo internship, the Company may not continue your internship. You will notify the Company in writing as soon as you become aware that the condition of your health may impair your ability to effectively undergo internship. If the Company asks you to, you shall undergo medical examination(s) and tests by a medical practitioner of the Company's choice. You authorize the Company to keep copies of the documents and reports and test results provided by any such medical practitioner and use them as the Company, acting reasonably, deems necessary.

**4. Verification Checks**

- i. The Company has agreed to engage you as an intern on the basis of your particulars and credentials. You: (a) give your consent to the Company conducting verification checks on your particulars and credentials (whether by itself or through its service providers); and (b) authorise the Company to use your personal information (including any sensitive personal information) as necessary with respect to your internship and share it with the Company's service providers or the parties the Company deals with. You will promptly notify the Company of any changes or updates to your particulars and credentials.
- ii. If it turns out that any of your particulars or credentials is not valid, the Company may: (a) consider your internship void since its beginning (in which case you shall return promptly on the Company's demand in full all payments the Company has made to you under the Agreement); (b) forthwith terminate your internship; and/or (c) take such other lawful action as it may consider necessary. Despite the foregoing, the Company shall continue to have rights analogous to those set out in paragraphs 6 and 7.5 and the provisions of paragraphs 8 and 9 shall operate as your undertaking in the Company's favour.

**5. Stipend**

- i. The Company agrees to pay you the stipend stated in Annexure I (**Stipend**). The Company may by a written notice to you revise your Stipend.
- ii. Your Stipend includes any amounts or components that Relevant Law requires the Company to pay you (**Statutory Payments**). From time to time, the Company may change any individual components of your Stipend or its structure to include any required Statutory Payments, such that after the change the total cost incurred by the Company on account of your Stipend remains unaltered.
- iii. When paying Stipend to you and where relevant at the time of settling your dues upon your ceasing to be an intern, the Company may, in addition to deductions specified elsewhere in the Agreement, deduct the following items (as applicable) and pay you the balance amounts (and you expressly and irrevocably authorise such deductions): (i) deductions required under Relevant Law; and (ii) amounts that you owe the Company. If the Stipend payable to you is not sufficient to cover the aggregate of all such deductions, you are liable to pay the Company the whole of the shortfall.
- iv. If Relevant Law requires the Company to deduct income tax or statutory levies or contributions from the Stipend payable to you, the Company will comply with such requirement and pay you the balance Stipend. Other than for such deduction of tax, you are solely responsible to account for your Stipend and comply with all applicable tax laws in respect of your Stipend.

**6. Company's Property and Facilities**

- i. In the course of your internship, the Company may at its discretion:
  - a. provide you with or give access to, property (including, without limitation, equipment, vehicles, identity cards, access cards, access to software licences, information, subscriptions to services (including those of telephone and data)) whether or not owned by the Company or third parties it deals with (together, **Property**); and
  - b. extend to you facilities including, without limitation, office space, desk space, memberships, subscriptions, guest houses, etc. whether or not owned by the Company or third parties it deals with (together, **Facilities**).
- ii. You will use each such Property or Facility only during the term of your internship and for no purpose other than as necessary for your internship or as the Company expressly permits you in writing (in each case as an exception). The Company may at any time withdraw or terminate your access to or use of any Property or Facility.

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- iii. If you damage any Property or Facility, you shall make good such damage. Otherwise, the Company may deduct from your Stipend the costs of restoring or replacing such Property or Facility (and you authorise such deduction).

7. Term and Termination

- i. Your internship with the Company will be for the fixed period stated in Annexure I unless: it is (a) extended by the Company by a written notification to you; or (b) terminated in accordance with this Agreement.
- ii. You may terminate your internship for no cause by giving the Company a prior written notice of at least 15 days. The Company may terminate your internship for no cause by giving you a prior written notice of at least 7 days to the other (or payment of proportionate Stipend in lieu of any shortfall in the notice).
- iii. In addition to any other rights or remedy available to the Company, the Company may suspend your internship if the Company thinks there are reasonable grounds to do so. These may include, without limitation, the Company having reasons to believe you have breached Relevant Law, any Code or Policy, or where the Company considers it necessary to properly conduct any inquiry or investigation against you.
- iv. The Company may summarily terminate your internship forthwith without notice or payment in lieu of notice or incurring liability, if you: (a) breach any of the Company's Codes or Policies (including, without limitation, those relating to harassment, confidentiality, and information security); (b) damage, cause loss to, steal, injure, misappropriate, defraud or otherwise harm any Property or Facilities; (c) breach Relevant Law in the course of your internship; (d) you are no longer medically fit to undergo apprenticeship or your absence due to medical reasons exceed 15 days during the internship period; (e) breach your obligations under the Agreement; or (f) engage in any misconduct. You understand this is in addition to any other remedy the Company may have.
- v. Promptly on the Company's request and in any case before the end of your internship, you shall return, handover or give effective control to the Company of: (i) all Property and Facilities; and (ii) copies of Confidential Information; in each case, as have been entrusted to you or to which access has been provided to you or are otherwise in your possession or control or which ought to have been in your possession or control.

8. Confidentiality

- i. You acknowledge that in the course of your internship you will have access to Confidential Information. As between you and the Company, the Confidential Information belongs to the Company. You get no rights in any part of the Confidential Information and may only use it to the limited extent permitted by this Agreement. With respect to such Confidential Information, you agree:
  - a. to keep it confidential and, not without the express prior written consent of the Company, use it for any purpose other than the performance of your Agreement or as permitted by this paragraph 8
  - b. to take all reasonable steps to protect its confidentiality and, to the extent within your authority or control, prevent unauthorised access or sharing of any such Confidential Information;
  - c. not to directly or indirectly disclose any Confidential Information to any third party or any other person (including another intern of the Company) whose knowledge of such Confidential Information is not necessary for the performance of your internship under the Agreement;
  - d. not to remove from the Company premises or directly or indirectly copy or allow others to copy to any media the contents of any document, storage media containing any Confidential Information or otherwise take any such copy outside the Company premises, except to the extent of legitimate need in the course of your duties or as permitted by this paragraph 8.
- ii. If law or regulation requires you to disclose any Confidential Information you will notify the Company promptly upon your becoming aware of such requirement. You will then cooperate with the Company in obtaining any waiver from disclosure of such Confidential Information. Your obligations of confidentiality shall be waived to the extent the Company is unable to obtain waiver from the requirement before the due date for your complying with the requirement.
- iii. **Confidential Information** means Information in any form belonging, pertaining or relating to the Company, its Affiliates, suppliers, clients or parties that any of these deal with, which is disclosed to you or which you have access to in the course of your internship, except for information which is or has come into the public domain otherwise than as a result of your breach of your confidentiality obligations. **Information** includes, without limitation, information of any kind (whether financial, business, technical or otherwise), processes, images, databases, methods, Company records, customer lists, pricing policies, business practices, trade secrets, know-how, compositions, passwords, personal information, access details and ideas belonging or pertaining to the Company and/or its Affiliates and any of their clients, suppliers, interns or other parties they deal with.
- iv. The provisions of this paragraph 8 continue to be in force even if you cease to be associated with the Company..

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9. Intellectual Property Rights

- i. If in the course of your internship you create, make or discover or participate in the creation, making or discovery of any Intellectual Property, you: (a) will promptly make complete written disclosure of such Intellectual Property to the Company; and (b) acknowledge that all such Intellectual Property shall be deemed "commissioned work" and in any case belong exclusively to the Company or its nominee.
- ii. At the Company's request (and expense) from time to time (whether during or after the term of your internship with the Company), you will do all things necessary to ensure that all rights in the Intellectual Property vest exclusively in the Company. These include, without limitation: (a) execution of necessary documents, declarations, waivers, or written communications that the Company may request of you (*including, for the sake of clarity, powers of attorney or letters of authority in favour of the Company and/or its nominees to make applications for registration of such Intellectual Property in the Company's name and/or enforcement of the Company's rights in the Intellectual Property*); (b) joining in any action to perfect or enforce the Company's rights in the Intellectual Property (*and you acknowledge that the Company will be exclusively entitled to retain the benefits of any such enforcement action*).
- iii. The Company's rights in the Intellectual Property shall not be limited, impaired or extinguished by any non-use of any of them. The provisions of this paragraph 9 survive any expiry or termination of this Agreement or cessation of your internship.
- iv. The Stipend set out in this Agreement includes the full consideration for the rights in favour of the Company set out in this paragraph 9. Without limitation, there are no royalties or any other payments that are payable by the Company to you in relation to the matters set out in this paragraph 9.
- v. You shall not do anything with respect to the Intellectual Property that is inconsistent with this paragraph 9 or otherwise take advantage of the legal possibility of staking a claim or asserting any rights in the Intellectual Property. To the extent you have moral rights in any Intellectual Property you waive all such rights to the fullest extent permitted by law. Where law does not permit such waiver, you undertake not to exercise your moral rights in a manner that is inconsistent with the vesting of the rights in Intellectual Property in the Company.
- vi. In this paragraph 9, **Intellectual Property** means all intellectual property created, made or discovered in the course of your internship by you whether individually or otherwise and includes, without limitation, all inventions, copyrightable works, improvements, developments, discoveries, proprietary material, information, goodwill, brands, trademarks, logos, know-how, processes, customer relations and franchise, designs, utility models, mask work rights, rights in databases, moral rights (except to the extent the law does not permit you to waive moral rights) whether or not possible to be registered or patented and whether or not such rights in such intellectual property are recognised under law at the time of their creation, making or discovery.

10. Codes and Policies

- i. You understand that the Company is committed to complying with Relevant Law and conducting its business with the highest levels of ethics and probity. In the course of your internship, you shall not do anything that violates any Relevant Law. It is your duty to ensure that you understand the Relevant Law applicable to the tasks you perform during your internship and seek the assistance of, as relevant, your manager, your human resource team contact or the Company's legal counsel in this regard.
- ii. You shall comply with all codes of conduct and business ethics, rules and regulations of the Company (together, Codes) and the policies of the Company including those relating to the terms and conditions of your employment with the Company including but not limited to the personal trading policy (together, Policies), in each case as applicable from time to time. The Codes and Policies are available on the Company's internal information system or will otherwise be suitably communicated to you. It is your duty to access these Codes and Policies, familiarise yourself with them and understand them. While the Company may for the purpose of record seek written confirmations from you as to your acceptance of any Codes and Policies (via the Company's online system or otherwise), you will be bound by them whether or not you have communicated such acceptance.
- iii. The Company may from time to time change any part of the Agreement, including any Codes and Policies. You will be suitably notified of any such changes. You expressly consent to the Company making any such change and agree to be bound by it.
- iv. You acknowledge that your conduct outside the Company may have an impact on the Company's reputation or its independence in the conduct of its business. You shall therefore ensure that your conduct whether or not in the course of internship does not in any way cause harm to the Company's reputation or impair its independence in the conduct of its business.

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**11. Declarations**

The Company may from time to time ask you for declarations, confirmations or undertakings as relevant (including those relating to confidentiality, secrecy, investments, etc. (each a **Declaration**). Each Declaration shall be deemed to be an integral part of the Agreement. To the extent of any conflict between a Declaration and the rest of this Agreement, the more stringent of the two (in favour of the Company) shall prevail.

**12. Privacy and Personal Information**

You consent to the Company obtaining, collecting, collating, storing, accessing and using your personal information as well as any sensitive personal information (including those set out in Annexure I) for all purposes relevant for your internship with the Company. Such use may include but is not limited to recruitment purposes, evaluation of your performance, administration (for example, leave of absence, pay and benefits), monitoring your use of Facilities or Property, publication on online resources whether internal or external to support the Company's legitimate operational activities, references, compliance with statutory, legal or contractual obligations, and exercise of the Company's legitimate rights as your employer. You also consent to the Company sharing it with third parties where the Company considers necessary or expedient. You understand that any such information will be stored, processed and used according to the Company's Policy on privacy as applicable from time to time.

I hereby agree, confirm and accept the T & C Contained therein and agree to be bound fully by such T&C.

Signature: \_\_\_\_\_

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