

WAGE REGISTER & LABOUR RETURNS

Muster Roll Cum Wage Register (Form X & Form XVIII)

Organization: Tata Consultancy Services Limited

Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai - 400 021

CIN: L22210MH1995PLC084781

EPFO Code: UP/TCS/001

Reporting Period: October 2024 (Wage Month)

Document Date: 15th November 2024

PART A: ESTABLISHMENT & STATUTORY DETAILS

| Field | Details |
|---------------------------------|---|
| Establishment Name | Tata Consultancy Services Limited |
| Establishment Address | 9th Floor, Nirmal Building, Nariman Point, Mumbai - 400 021 |
| State | Maharashtra |
| District | Mumbai |
| Wage Period | Monthly (01-31 October 2024) |
| Wage Payment Date | 31st October 2024 |
| Total Employees Covered | 1,247 |
| Register Maintained From | 01st April 2024 |
| Custodian | Anita Verma, Payroll Manager |
| Supervisor | Rajesh Patel, HR Manager - Compliance |
| Authority | State Labour Commissioner, Maharashtra |

PART B: ATTENDANCE & WORKING DAYS REGISTER

B.1 Working Days & Holidays (October 2024)

| Particulars | Count | Details |
|--------------------------------------|-------|---|
| Total Days in Month | 31 | October 1-31, 2024 |
| Sundays | 4 | Oct 6, 13, 20, 27 |
| Government Holidays | 2 | Gandhi Jayanti (Oct 2), Dussehra (Oct 12) |
| Restricted Holidays | 1 | Diwali (Oct 31) - Optional |
| Company Holidays | 1 | Founder's Day (Oct 5) |
| Total Non-Working Days | 8 | As specified above |
| Total Working Days (Baseline) | 23 | Excluding holidays & Sundays |
| Actual Working Days | 23 | Full attendance expected |

Leave Encashment Rate: ₹ 3,000 per day (Average rate across grades)

B.2 Employee Attendance Summary (October 2024)

| Category | Total Employees | Present Days (Avg) | Absent Days (Avg) | Leave Days (Avg) | Attendance % |
|----------------------------|-----------------|--------------------|-------------------|------------------|--------------|
| Full-time Permanent | 1,180 | 22.8 | 0.2 | 0.0 | 99.1% |
| Probationary | 34 | 22.5 | 0.3 | 0.2 | 97.8% |
| Contract/Temporary | 33 | 22.2 | 0.5 | 0.3 | 96.5% |
| TOTAL | 1,247 | 22.7 | 0.2 | 0.1 | 98.7% |

Overall Attendance Rate: 98.7% (Excellent)

Absences recorded:

- Sick Leave: 18 employees (1 day each)
- Casual Leave: 5 employees (1 day each)
- Emergency Leave: 2 employees
- Total Leave Days: 0.1 days per employee (average)

B.3 Attendance Register - Sample Format (Week of Oct 7-11, 2024)

| Employee ID | Name | Mon 7 | Tue 8 | Wed 9 | Thu 10 | Fri 11 | Days Worked |
|------------------------------|--------------------|----------|----------|----------|-----------|-----------|----------------|
| TCS-HR-12847 | Vikram Sharma | P | P | P | P | P | 5 |
| TCS-OPS- 45623 | Shreya Nair | P | P | A | P | P | 4 |
| TCS-ENGG- 89234 | Arjun Mehta | P | P | P | P | P | 5 |
| TCS-FAC- 56782 | Suresh Deshmukh | P | P | P | P | P | 5 |
| TCS-SUP- 23456 | Neha Singh | P | P | P | P | P | 5 |
| [1,242 more employees...] | | | | | | | |

Legend: P = Present, A = Absent, L = Leave, WO = Weekly Off, H = Holiday

PART C: WAGE DETAILS REGISTER (FORM X)**C.1 Wage Rate & Components (October 2024)**

| Wage Component | Definition | Application |
|-----------------------------------|---|------------------------------|
| Basic Wage | Fixed monthly remuneration per employment contract | All employees |
| Dearness Allowance (DA) | Compensation for cost of living inflation (Variable) | Based on DA slabs |
| House Rent Allowance (HRA) | 15% of basic wage (Mumbai metropolitan area) | All location-based employees |
| Other Allowances | Conveyance, medical, uniform (as applicable) | Role & location specific |
| Overtime Earnings | 1.5x hourly rate for hours > 48/week (if any) | Operations & support staff |
| Leave Encashment | Encashed leave for unused earned leave | As per policy |
| Gross Wages | Sum of all earnings components | Total before deductions |
| Statutory Deductions | PF (12%), ESI (0.75%), TDS (as per income) | Required by law |
| Voluntary Deductions | Loan installments, insurance, canteen (as applicable) | Employee choice |
| Net Wages | Gross wages minus all deductions | Amount payable to employee |

C.2 Wage Breakup by Grade (October 2024)

| Grade | Role | Basic ₹ | HRA ₹ | Other Allowances ₹ | Gross ₹ | No. of Emp. |
|---------|---------------|------------|----------|--------------------------|------------|-------------------|
| Grade 1 | Management | 85,000 | 12,750 | 8,500 | 106,250 | 12 |
| Grade 2 | Senior Staff | 65,000 | 9,750 | 6,500 | 81,250 | 34 |
| Grade 3 | Mid-level | 48,000 | 7,200 | 4,800 | 60,000 | 145 |
| Grade 4 | Junior Level | 35,000 | 5,250 | 3,500 | 43,750 | 456 |
| Grade 5 | Support Staff | 22,000 | 3,300 | 2,200 | 27,500 | 600 |

C.3 Detailed Wage Register - Sample (October 2024)

| Emp ID | Name | Designation | Basic ₹ | HRA ₹ | Allowances ₹ | G |
|---------------------------|--------------|-------------|------------|----------|-----------------|----|
| 100123 | Rajesh Kumar | Senior Mgr | 85,000 | 12,750 | 8,500 | 10 |
| 100124 | Priya Sharma | Specialist | 65,000 | 9,750 | 6,500 | 8 |
| 100125 | Amit Patel | Engineer | 48,000 | 7,200 | 4,800 | 6 |
| 100126 | Deepak Singh | Analyst | 35,000 | 5,250 | 3,500 | 4 |
| 100127 | Neha Gupta | Support | 22,000 | 3,300 | 2,200 | 2 |
| [1,242 more employees...] | | | | | | |

PART D: MONTHLY PAYROLL SUMMARY (OCTOBER 2024)

D.1 Consolidated Wage Statement

| Particulars | Amount (₹) |
|---|---------------------|
| EARNINGS | |
| Basic Wages (1,247 emp × avg ₹42,365) | 52,829,155 |
| Dearness Allowance (Variable) | 8,456,230 |
| House Rent Allowance (15%) | 9,175,965 |
| Other Allowances (Conveyance, Medical, Uniform) | 6,234,780 |
| Overtime Earnings (Operations & Support staff) | 2,864,870 |
| GROSS WAGES | ₹ 79,561,000 |
| DEDUCTIONS | |
| Provident Fund (12% of EPF wages) | 9,880,800 |
| Employee State Insurance (0.75% of ESI wages) | 112,680 |
| Income Tax (TDS as per slab) | 6,845,200 |
| Professional Tax (Maharashtra) | 185,000 |
| Loan Recoveries & EMIs | 432,100 |
| Group Insurance Premium (Employee share) | 287,500 |
| Canteen Deductions | 156,240 |
| Uniform/Equipment Recovery | 89,450 |
| TOTAL DEDUCTIONS | ₹ 17,988,970 |
| NET WAGES PAYABLE | ₹ 61,572,030 |

Total Employees Paid: 1,247

Average Gross Wage per Employee: ₹ 63,788/-

Average Net Wage per Employee: ₹ 49,358/-

D.2 Wage Payment & Disbursement Details

Payment Method: NEFT Transfer to Employee Bank Accounts

Payment Schedule:

| Payment Frequency | Details |
|----------------------------------|---|
| Salary Payment Date | 31st October 2024 (Last working day of month) |
| Bank Transfer Time | 3:00 PM - 5:00 PM IST |
| Confirmation Receipt | Email sent to each employee with wage slip |
| Dispute Resolution Period | 7 days from payment date |

Bank Details:

- Paying Bank:** HDFC Bank Limited, Mumbai
- NEFT Batch File Name:** TCS_OCT2024_PAYROLL_001.txt
- File Size:** 2,847 KB
- Total Records:** 1,247 employees
- File Generated:** 28th October 2024, 10:30 AM
- File Approved:** 29th October 2024, 4:15 PM
- Processing Status:** Processed on 31st October 2024

Payment Confirmation:

- ✓ Total Amount Transferred: ₹ 61,572,030
- ✓ Confirmation Reference: NEFT/20241031/TCS/PAYROLL/001
- ✓ Transaction ID Range: 104520001-104521247
- ✓ Status: ALL PAYMENTS SUCCESSFUL
- ✓ Delivery Rate: 100% (All 1,247 employees received payment)

PART E: STATUTORY COMPLIANCE & DEDUCTIONS

E.1 Provident Fund Contributions (October 2024)

PF Deduction Summary:

| Category | Amount (₹) |
|---|---------------------|
| Employee Contribution (12% of EPF wages) | 9,880,800 |
| Employer Contribution (EPF @ 3.67%) | 3,023,922 |
| Employer Contribution (EPS @ 8.33%) | 6,858,922 |
| Employer Contribution (EDLI @ 0.5%) | 411,700 |
| Admin Charges (0.5%) | 411,700 |
| Service Tax on Charges (18%) | 82,334 |
| TOTAL PF DEDUCTED & DEPOSITED | ₹ 20,669,378 |

Deposit Status: ✓ Deposited on 15th November 2024 (TRRN: TRRN-2024-1247-20669378)

E.2 Employee State Insurance (ESI) - October 2024

ESI Deduction Summary:

| Particulars | Amount (₹) |
|---|------------------|
| ESI Wages (Employees earning < ₹21,000) | 15,024,000 |
| Employee ESI Contribution (0.75%) | 112,680 |
| Employer ESI Contribution (3.25%) | 488,280 |
| TOTAL ESI DEDUCTED & DEPOSITED | ₹ 600,960 |

Coverage: 856 insured persons

Deposit Status: ✓ Deposited on 15th November 2024 (Ref: ESIC-22B0000009-OCT2024-001)

E.3 Income Tax (TDS) Deductions

TDS Summary (October 2024):

| Income Slab | No. of Employees | TDS Amount (₹) |
|---------------------------|------------------|--------------------|
| Up to ₹50,000/month | 456 | 0 (Nil tax) |
| ₹50,001 - ₹75,000 | 512 | 2,845,200 |
| ₹75,001 - ₹100,000 | 189 | 2,156,800 |
| Above ₹100,000 | 90 | 1,843,200 |
| TOTAL TDS DEDUCTED | 1,247 | ₹ 6,845,200 |

TDS Deposit Status:

- **Deposited To:** Income Tax Department, Mumbai
- **Deposit Date:** 30th November 2024
- **Challan Reference:** CHL-2024-OCT-TDS-001
- **Status:** ✓ DEPOSITED & VERIFIED

E.4 Professional Tax (Maharashtra)

Professional Tax Deduction (October 2024):

- **Employees Subject to PT:** All employees with gross income > ₹8,500/month
- **Eligible Employees:** 1,247
- **PT Rate:** ₹150/month (Flat rate for income < ₹25,000/month)
- **Total PT Deducted:** ₹ 185,000 ($1,247 \times ₹150$, adjusted for applicable)
- **PT Deposit Status:** ✓ Deposited by 10th of following month

PART F: LEAVE & ABSENCE RECORDS (FORM 20)

F.1 Leave Balance Register (October 2024)

| Leave Type | Annual Entitlement | Balance at Start | Leave Availed | Leave Balance | Encashment |
|----------------------|--------------------|------------------|---------------|---------------|------------|
| Casual Leave (CL) | 12 days | 8.5 | 1.2 | 7.3 | 0 |
| Earned Leave (EL) | 20 days | 15.2 | 3.5 | 11.7 | 0 |
| Privilege Leave (PL) | 5 days | 3.8 | 0.8 | 3.0 | 0 |
| Sick Leave (SL) | Unlimited | - | 0.3 | - | 0 |
| Maternity Leave (ML) | 180 days | - | 12.0 | - | 0 |
| Paternity Leave (PL) | 10 days | - | 1.0 | - | 0 |
| TOTAL | - | 27.5 | 18.8 | 22.0 | 0 |

Leave Encashment (October 2024):

- Total Leave Encashed: 0 days in October
- Leave Encashment Rate: ₹ 3,000/day (average)
- Total Amount: ₹ 0 (No encashment in October)
- Carryforward Leave Balance: 22.0 days (average per employee)

F.2 Leave Utilization Analysis

| Leave Type | Utilization % | Status |
|-----------------|---------------|------------------------------|
| Casual Leave | 14.2% | Low utilization |
| Earned Leave | 17.5% | Moderate utilization |
| Privilege Leave | 16.0% | Moderate utilization |
| Sick Leave | 2.5% | Very low (healthy workforce) |

Observation: Leave balance is being appropriately managed; no excessive accumulation.

PART G: OVERTIME RECORDS

G.1 Overtime Summary (October 2024)

Overtime Eligibility: Operations & Support staff (Non-supervisory roles)

| Department | Total Emp. | Employees Worked OT | OT Hours | OT Pay (₹) | Remarks |
|------------------|------------|---------------------|------------|------------------|--------------------------|
| Operations | 180 | 28 | 156 | 547,200 | Critical project support |
| Facilities | 75 | 15 | 84 | 234,000 | Maintenance work |
| Support Services | 200 | 32 | 187 | 525,880 | Peak demand period |
| TOTAL | 455 | 75 | 427 | 1,307,080 | - |

Overtime Details:

- OT Rate:** $1.5 \times$ Normal Hourly Rate (as per Payment of Wages Act)
- Max OT Per Employee:** 50 hours/week (as per Factories Act)
- OT Authorization:** Department Manager approval required
- Record Maintenance:** Daily OT sheets signed by supervisor
- Payment:** Included in monthly salary; separately listed

Compliance Status: ✓ All overtime within statutory limits; Properly authorized & documented

PART H: GRIEVANCE & PAYMENT DISPUTES

H.1 Wage-Related Grievances (October 2024)

| Grievance Type | Count | Status | Resolution |
|---------------------------------|----------|-------------------|-----------------------------|
| Salary Delay Complaints | 0 | N/A | No delays |
| Calculation Errors | 2 | Resolved | Corrected in Nov payment |
| Allowance Discrepancies | 1 | Resolved | HRA adjusted |
| PF/Deduction Disputes | 0 | N/A | No disputes |
| Leave Encashment Queries | 3 | Resolved | Clarified with employees |
| TOTAL GRIEVANCES | 6 | 6 Resolved | 100% Resolution Rate |

Average Resolution Time: 3.2 days

Grievance Redressal Contact:

- **Payroll Manager:** Anita Verma (anita.verma@tcs.com)
- **HR Compliance:** Rajesh Patel (rajesh.patel@tcs.com)
- **Escalation:** Pradeep Manohar Gaitonde, Company Secretary

H.2 Payment Verification Checklist

Before Payment Release (As on 30th October 2024):

- ✓ Attendance register verified & signed
- ✓ Wage calculations reviewed & approved
- ✓ PF/ESI/TDS deductions calculated correctly
- ✓ Leave adjustments confirmed
- ✓ Loan EMI deductions processed
- ✓ No duplicate payments
- ✓ Bank account details verified
- ✓ Approval authority signatures obtained
- ✓ Final NEFT file generated & validated
- ✓ Payment confirmation reports generated

Result: All payments APPROVED for processing on 31st October 2024

PART I: STATUTORY COMPLIANCE RETURNS

I.1 Labour Returns Filed (October 2024)

| Return Type | Statutory Reference | Filing Date | Submitting Authority | Status |
|------------------|----------------------------|-------------------|---------------------------|--------------|
| Quarterly Return | Payment of Wages Act | 15-Oct-2024 | State Labour Commissioner | ✓ Filed |
| Annual Return | Shops & Establishments Act | 31-Jan-2025 (Due) | Shop Inspector | Pending |
| ESI Return | ESI Act, 1948 | 07-Oct-2024 | ESIC Office | ✓ Filed |
| PF Return (ECR) | EPF Act, 1952 | 05-Oct-2024 | EPFO | ✓ Filed |
| Wage Register | Payment of Wages Rules | Continuous | Labour Inspector | ✓ Maintained |

I.2 Documentation & Audit Trail

Records Maintained:

- Attendance Registers:** Daily records with signatures (3 years retention)
- Wage Registers:** Monthly detailed records (3 years retention)
- Leave Records:** Employee-wise leave balance tracking
- Deduction Certificates:** PF/ESI/Tax deduction proofs
- Payment Confirmations:** Bank NEFT confirmations (Digital archive)
- Grievance Logs:** All complaints & resolutions documented
- Inspection Reports:** Labour Inspector visit records (if any)
- Payroll Approval:** Authorized signatures on all documents

Digital Archive Status: ✓ All records backed up daily; Cloud-secured

PART J: DEPARTMENTAL WAGE ANALYSIS

J.1 Department-wise Wage Summary (October 2024)

| Department | Employees | Total Basic (₹) | Total HRA (₹) | Total Allowances (₹) | Total OT (₹) | Gross Wages (₹) |
|------------------|--------------|-------------------|------------------|----------------------|------------------|-------------------|
| HR | 78 | 1,984,200 | 297,630 | 218,540 | 0 | 2,500,370 |
| Operations | 180 | 5,642,100 | 846,315 | 587,820 | 547,200 | 7,623,435 |
| Engineering | 456 | 15,856,400 | 2,378,460 | 1,650,240 | 823,400 | 20,708,500 |
| Facilities | 203 | 4,456,800 | 668,520 | 464,340 | 234,000 | 5,823,660 |
| Support Services | 330 | 6,889,200 | 1,033,380 | 717,840 | 525,880 | 9,166,300 |
| TOTAL | 1,247 | 35,828,700 | 5,224,305 | 3,638,780 | 2,130,480 | 46,822,265 |

Note: Total Gross differs from Part D summary due to additional allowances & variations in payment cycles

J.2 Wage Grade Distribution (October 2024)

[Chart showing wage distribution across departments - See supplementary visualization]

Grade-wise Breakdown:

- Management (Grade 1):** 12 employees × ₹106,250 = ₹1,275,000
- Senior Staff (Grade 2):** 34 employees × ₹81,250 = ₹2,762,500
- Mid-level (Grade 3):** 145 employees × ₹60,000 = ₹8,700,000
- Junior Level (Grade 4):** 456 employees × ₹43,750 = ₹19,950,000
- Support Staff (Grade 5):** 600 employees × ₹27,500 = ₹16,500,000

Total Basic Wages: ₹ 49,187,500 (All grades combined)

PART K: WAGE REGISTER MAINTENANCE & CUSTODY

K.1 Register Custody & Security

Physical Register Details:

- Register Format:** Bound ledger (600 pages) - As per government-approved format
- Register Custodian:** Anita Verma, Payroll Manager
- Storage Location:** HR Office, Finance Section, 2nd Floor, Nirmal Building
- Storage Conditions:** Secure cabinet with access restricted to authorized personnel
- Backup System:** Digital copies maintained on secure server with daily backup
- Retention Period:** Minimum 3 years from last entry (As per Payment of Wages Act, 1936)

Access Control:

- Who Can Access:** Payroll Manager, HR Manager, Company Secretary, Labour Inspector (on demand)
- Purpose:** Statutory compliance, payroll audit, employee verification, legal reference
- Logging:** Access logs maintained digitally
- Confidentiality:** Strict confidentiality clause; Not shared with unauthorized persons

K.2 Inspection & Verification Dates

Recent Inspections (Last 12 months):

| Inspection Type | Date | Inspecting Officer | Findings | Status |
|---------------------|-------------|----------------------------|----------------------|--------|
| Routine Inspection | 15-May-2024 | Labour Inspector, Mumbai | Satisfactory records | ✓ Pass |
| Surprise Inspection | 28-Aug-2024 | Deputy Labour Commissioner | No violations found | ✓ Pass |
| Audit Verification | 10-Nov-2024 | Internal Auditor (Big 4) | Compliant | ✓ Pass |

Inspector Comments: "Register maintained in excellent condition with no discrepancies in wage payment records"

PART L: COMPLIANCE CERTIFICATION & AUTHORIZATION

This Wage Register has been maintained in accordance with:

- ✓ The Payment of Wages Act, 1936
- ✓ The Payment of Wages Rules, 1957
- ✓ The Minimum Wages Act, 1948
- ✓ The Factories Act, 1948 (Section 87 - Overtime wages)
- ✓ The Shops & Establishments Act (State-specific)

Certification by Payroll Manager:

I hereby certify that the wage register for October 2024 has been accurately maintained and all wages have been correctly calculated, deducted, and paid to employees as per statutory requirements.

Name: Anita Verma

Designation: Payroll Manager

Date: 15th November 2024

Signature: _____

Verification by HR Compliance:

I verify that all statutory deductions (PF, ESI, TDS, PT) have been correctly deducted and timely deposited to respective authorities. All labour returns have been filed within stipulated timelines.

Name: Rajesh Patel

Designation: HR Manager - Compliance

Date: 15th November 2024

Signature: _____

Final Approval by Company Secretary:

Name: Pradeep Manohar Gaitonde

Designation: Company Secretary

Membership: ACS 7016

Date: 15th November 2024

Signature: _____

[COMPANY OFFICIAL SEAL]

PART M: KEY PERFORMANCE INDICATORS

M.1 Payroll KPIs (October 2024)

| KPI | Value | Status | Benchmark |
|------------------------------|----------|-------------|-----------|
| On-time Payment Rate | 100% | ✓ Excellent | >98% |
| Payment Error Rate | 0.16% | ✓ Good | <0.5% |
| Compliance Filing Rate | 100% | ✓ Excellent | 100% |
| Statutory Deduction Accuracy | 99.85% | ✓ Excellent | >99% |
| Employee Attendance | 98.7% | ✓ Excellent | >95% |
| Leave Utilization | 17.2% | ✓ Optimal | 15-20% |
| Grievance Resolution Time | 3.2 days | ✓ Good | <5 days |
| Payment Processing Time | 4 hours | ✓ Excellent | <6 hours |

M.2 Payroll Efficiency Metrics

Cost Metrics:

- Monthly Payroll Cost: ₹ 79,561,000 (Gross wages)
- Cost Per Employee: ₹ 63,788/month
- Payroll Processing Cost: ₹ 8,420 (IT & admin)
- Cost as % of Revenue: 12.4% (Within industry benchmark of 12-15%)

Time Metrics:

- Payroll Processing Time: 4 hours
- Payment Delivery Time: Same-day (NEFT)
- Grievance Resolution: 3.2 days average
- Compliance Report Generation: 2 hours

PART N: IMPORTANT NOTICES & DISCLAIMERS

This Wage Register is a statutory document maintained under the Payment of Wages Act, 1936 and related labour laws of India.

Confidentiality: All information contained herein is confidential. Unauthorized disclosure or use is prohibited.

Accuracy Certification: The information provided in this register is accurate to the best of knowledge of the Payroll Manager and has been verified by HR Compliance and approved by the Company Secretary.

Amendments: Any corrections to wage records are made with full justification and authorization. Overwriting or obliteration is strictly prohibited.

Employee Rights:

- Employees have the right to inspect their wage records
- Wage slips are provided for each payment period
- Grievances can be raised through HR department
- Statutory protections under wage laws apply to all employees

DOCUMENT INFORMATION

Document Type: Wage Register & Labour Returns

Statutory Reference: Payment of Wages Act, 1936; Payment of Wages Rules, 1957; Factories Act, 1948

Document Classification: Statutory Compliance Document

Organization: Tata Consultancy Services Limited

Reporting Period: October 2024 (Wage Month)

Total Employees Covered: 1,247

Total Gross Payroll: ₹ 79,561,000

Total Net Payroll: ₹ 61,572,030

Document Prepared: 15th November 2024

Document Retention: Minimum 3 years (As per legal requirements)

Next Review Date: 31st December 2024

For Further Information or Clarification:

Tata Consultancy Services Limited
Human Resources & Payroll Department
9th Floor, Nirmal Building, Nariman Point
Mumbai - 400 021, Maharashtra, India
Phone: +91-22-6778-9595 Ext. 2847

Email: payroll@tcs.com
HR Compliance: HR.Compliance@tcs.com

Labour Department Contact:

- State Labour Commissioner, Maharashtra
- Email: commissioner.labour@maharashtra.gov.in
- Phone: +91-22-2269-6600

END OF WAGE REGISTER & LABOUR RETURNS DOCUMENT

"Fair wages, transparent payment, and statutory compliance - The foundation of ethical employer-employee relationship at TCS"

SUPPLEMENTARY DATA: MONTHLY WAGE TRENDS (Last 6 Months)

| Month | Total Employees | Gross Payroll (₹) | Average Per Employee (₹) | Deductions (₹) | Net Payroll (₹) |
|----------------|-----------------|-------------------|--------------------------|----------------|-----------------|
| May 2024 | 1,234 | 77,234,560 | 62,545 | 17,123,450 | 60,111,110 |
| June 2024 | 1,240 | 78,456,890 | 63,270 | 17,245,680 | 61,211,210 |
| July 2024 | 1,243 | 79,123,450 | 63,640 | 17,456,230 | 61,667,220 |
| August 2024 | 1,245 | 79,678,900 | 64,012 | 17,534,560 | 62,144,340 |
| September 2024 | 1,246 | 79,456,230 | 63,798 | 17,489,670 | 61,966,560 |
| October 2024 | 1,247 | 79,561,000 | 63,788 | 17,988,970 | 61,572,030 |

Trend Analysis:

- Payroll increase: 3.02% over 6 months (May to October)
- Average employee growth: 1.05% (13 new employees)
- Wage stability maintained despite inflation
- Deduction compliance maintained at 100%

Prepared By: Anita Verma, Payroll Manager

Verified By: Rajesh Patel, HR Manager - Compliance

Approved By: Pradeep Manohar Gaitonde, Company Secretary

Document Date: 15th November 2024