

The background of the document features a photograph of a modern, multi-story office building with a light-colored facade and numerous windows. The building is partially obscured by a large, white, brush-stroke-like graphic that sweeps across the image from the bottom left towards the top right. In the top right corner, the word "zensar" is written in a bold, black, lowercase sans-serif font.

# zensar

# ANNUAL SALARY REVISION

2021

This letter is private and confidential, and will be governed by the terms and conditions of the company and the rules of confidentiality applicable to such communication



# SNAPSHOT OF COMPANY PERFORMANCE

## STRATEGIC HIGHLIGHTS

### REVENUE

FY '20 : \$566 MN

FY '21 : \$494 MN -12.7%

### PAT

FY '20 : \$37 MN +27.4%

FY '21 : \$47.2 MN

## CORPORATE EXCELLENCE

- ✓ Zensar granted US patent for ZenVerse™ enabling direct conversations with CEO
- ✓ Zensar was a winner at Big Innovation Awards 2021 for work done by Zenlabs
- ✓ Zensar's digital journey featured as a case study by London Business School
- ✓ Zensar's Covid-19 response awarded 'Global Marketing Excellence award'

1

- DFS posted a QoQ growth of 7.6% and our Hi-Tech business grew by 2.9% QoQ
- We won \$150Mn TCV deals demonstrating the robustness of our new propositions

2

- We observed stability in Consumer Services business as it grew 12.8% sequentially
- With addition of new logos in our Financial services business, it increased by 6.7% QoQ

3

- Zensar is now a zero-debt company with highest ever net cash position of \$160.2 Mn
- Africa & Europe regions reported a growth of 11.6% QoQ and 6.3% QoQ respectively

4

- Digital was 65.9% of the revenue in Q4FY21 and 64.2% for FY21
- Emerging services reported a YoY growth of 6.2% in Q4FY21



“ At Zensar, we have always treasured our long-standing customer relationships, and are encouraged by our mutual commitment to work together during times of uncertainty bolstered by our ability to deliver exceptional customer value

— Ajay S. Bhutoria



Date: **10-Aug-2021**  
Name: **Pipsita Moharana**  
Associate ID: **59797**

Dear **Pipsita**,

We are delighted to conclude yet another successful year at Zensar and would like to thank you for your valuable contribution towards **FY 2020-21**.

Your annual compensation is being revised effective **01-Jul-2021** on the basis of your performance review. Enclosed are the details of your total rewards statements.

We wish you success and look forward to your continued contribution towards achieving organization's goals in the year ahead.

Best Regards,  
For Zensar Technologies Ltd.



**Vivek Ranjan**  
**SVP & CHRO**

## Compensation Details

<b>Name: Pipsita Moharana</b>	<b>Designation: Sr Software Engineer</b>
<b>ID: 59797</b>	<b>Grade: F1</b>

Annual Amount in INR		
Salary Components	As of 30 <sup>th</sup> Jun, 2021	From 1 <sup>st</sup> Jul, 2021
Basic	322,500	374,100
India Allowance	72,000	72,000
Customized Allowance Pool (CAP)	626,288	738,014
Provident Fund (Employer's contribution @ 12% of Basic)	38,700	44,892
<b>Total Fixed</b>	<b>1,059,488</b>	<b>1,229,006</b>
<b>Total Cash Component</b>	<b>1,059,488</b>	<b>1,229,006</b>
Gratuity Contribution @ 4.81% of Basic	15,512	17,994
<b>CTC</b>	<b>1,075,000</b>	<b>1,247,000</b>

### Disclaimers/Explanatory Statements:

- The Total Rewards Statement presents a consolidated view of your compensation & benefits and does not replace the terms of your appointment letter or Organization policies and procedures
- Please visit Associate Self Service to update your Customized Allowance Pool (CAP)
- As per PF Rule a mandatory equivalent contribution will be deducted from your monthly salary and will be credited to your EPF account
- Gratuity would be as per Company policy and statutory guidelines.

Best Regards,  
For Zensar Technologies Ltd



**Vivek Ranjan**  
**SVP & CHRO**





# OPTIMIZED TAX-SAVING SOLUTIONS



## LEAVE TRAVEL ALLOWANCE

Tax exemption upto 2 months' basic salary for travel expenses



## NATIONAL PENSION SCHEME

Exemption up-to 10% of basic salary under Sec 80 CCD (2) over & above Sec 80 C



## SUPERANNUATION SCHEME

INR 1.5 Lacs or 15% of basic salary towards retirement fund; for D grade & above



## INDIA CAR LEASE POLICY

- ✓ Applicable for all associates in grade C & D for car value up-to 40% of CTC
- ✓ Tax benefit of INR 1.2 Lacs for fuel and INR 1.6 Lacs for driver reimbursement

## PETROL REIMBURSEMENT

- ✓ Monthly tax exemptions limits are INR 28,000 for car of >1600 cc & INR 21,600 for car of <1600 cc; for D grade & above

## FOOD WALLET

Associates can opt for meal vouchers of INR 1,100 or INR 2,200 per month from PayTM or Sodexo digital food wallets

## TELEPHONE REIMBURSEMENT

- Grade E: INR 1,500 per month
- Grade C & D: INR 2,000 per month

# HOLISTIC WELLNESS



## HEALTH INSURANCE



### GROUP MEDICLAIM POLICY

Self & dependent coverage towards hospitalization with option to top-up. Increased coverage in sum insured for grades F to G from FY'21 onwards



### GROUP ACCIDENT POLICY

Policy covers accidental death, weekly benefit, home alteration & vehicle modification. Coverage is 2 Times CTC with a min of INR 11.5 Lakhs from FY'21 onwards



### VOLUNTARY PARENTS POLICY

We offer a health insurance policy upto INR 5 Lacs for parents & in-laws of our associates. The policy has no waiting period & covers pre-existing diseases as well

## AND BEYOND ...



### ZENSAR ASSOCIATE ASSISTANCE PROGRAM

Assisting associates with personal and / or work related problems that may impact their workplace performance, health, mental & emotional wellbeing



### PREGNANCY CARE PROGRAM (ZIVA)

Expectant mother is counselled and guided by certified experts like dietitians, gynaecologists, physiotherapists, etc. through a structured program



### ANNUAL HEALTH CHECK-UP PROGRAM

Free curated health packages with easy online registration for associates above 40 yrs. to evaluate vulnerability to various ailments



### DOCTOR ON CALL SERVICE

Zensarians can get their health-related questions answered by our two empanelled in-house doctors through tele-consultation at their own convenience

# 197

Events in FY'21

**Wellness Calendar:** To create a culture of well-being & happiness for our associates by providing a holistic result-oriented wellness program to nurture a healthy workforce

- Physical Wellness - Yoga, Aerobics, Zumba,
- Mental Wellness - Muzart, Digital Detox, Ikigai
- Financial Wellness - Investments, Taxes, Filings
- Social Wellness - Parenting, Cooking, Gardening



Wellness-Benefits@zensar.com



# REWARDS & RECOGNITION

To foster a culture of appreciation & recognition, leading to associate engagement and drive the success of the organization and to strengthen Zensar culture by reinforcing our values



## Annual Excellence Awards

**200+ Winners**  
1100+ Nominations



### CEO CLUB AWARDS

37 multidimensional talents across 18 categories handpicked by the CEO & inducted into Zensar's own Hall of Fame



### RPG TOP GEAR AWARDS

5 awardees felicitated by Group Chariman with winners getting INR 1.5 lacs for an international trip with family members



### MILESTONE ACHIEVERS

We had 800+ associates celebrating their long standing professional association with Zensar ranging from 5 Years to 35 Years



## QUARTERLY AWARDS

The quarterly awards are awarded to those associates who have gone out of their way to display extraordinary commitment towards Zensar's vision, mission & values.



1000+ Winners across globe



200+ Happiness Champions



100+ BU Head recognitions



25+ Covid Warriors

**and 25000+ spot recognitions...**



# COVID-19

As our fight against COVID-19 continues, to ensure the safety and well-being of you & your family is our utmost priority.



## OUR INITIATIVES



### DEDICATED SUPPORT

Local ERT Teams are available 24\*7 to help those in need. Extended social support by organizing regular webinars to create awareness & securing a pool of potential plasma donors



### FAMILY FIRST

Zensar provided 7 days of leave to take care of family members & also the same quantum as bereavement leave; Add to it Education support to the children of deceased associates



### HEALTHCARE FACILITIES

Full Insurance coverage for hospitalizations. Special assistance of INR 15,000 for home quarantine through tele-consultation, reimbursement of medicines & diagnostic tests, etc.



### WORK AT EASE

We have announced 100% remote working through WFA model. Also, an additional paid sick leave of 14 days was extended in the unfortunate event of any associate testing Covid +ve



### ESSENTIAL REIMBURSEMENTS

Zensar reimburses upto INR 750 per month towards broadband charges of associates & is also arranging free vaccination drives for our associates and their families across our campuses

Pune: 020-4070 4070  
Bengaluru: 080-6197 5050  
Hyderabad: 040-6725 6565

Please raise SOS alert on [Talent@Zensar](mailto:Talent@Zensar) in case you need any COVID related support for you & your family; We are there for you





## FREQUENTLY ASKED QUESTIONS



### **Q 1. I am not happy with my annual salary revision and want to have a discussion on the same**

A: Please get in touch with your respective Manager for a discussion on your salary revision. In case you are not satisfied with the response, please feel free to take it up with your respective Geo-HR for a next level discussion

### **Q 2. My Manager gave me a higher increment, however, that is lowered in the final number as per my letter**

A: A likely reason for the issue might be budget overshoot at a BU-Level resulting in normalization by BU-Head. Your manager is involved in the decision of finalizing your hike. However, the final hikes must be in line with the overall budget. All salary increase recommendations within an account and BU need to be within the budget allocated to it.

You may get in touch with your Geo-HR and Manager to have a detailed discussion regarding the same.

### **Q 3. Do I need to save a copy of my Annual Salary Revision Letter or will it be always available on the portal?**

A: The portal has bandwidth restrictions and hence the letter will be available on the site for a fixed duration of 1 month. We would urge you to please save a copy for your future references

