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**Compensation Revision Letter**

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**Date: September 27, 2023**

**Name : Rahul Sawant**  
**Emp ID : 75091770**  
**GCM Level : 1**  
**Designation : Associate Consultant**

Dear Rahul,

We would like to inform you that your compensation has been revised to INR **3,55,000** /- per annum, effective **August 24, 2023**.

We would like to reiterate that any communication regarding your terms of employment, benefits or compensation must be in writing and signed by the authorized Human Resources representative of the Company. No other communication will be binding or effective. All other terms and conditions of your employment remain unchanged.

Look forward to your continued commitment and contribution in the coming years.

Yours Sincerely,  
For **Syntel Private Limited**

A handwritten signature in blue ink, appearing to read "Mini Mathew", is positioned above the printed name.

**Mini Mathew**  
**General Manager – Human Resources**

**Annexure- Salary Distribution**

Date: September 27, 2023

Name : Rahul Sawant  
Emp ID : 75091770  
GCM Level : 1  
Designation : Associate Consultant

Salary Structure	Revised (All figures are in INR)
<b>Pay and Allowances</b>	
Basic Pay	176000
Basket of Allowance	122200
Advance Statutory Bonus	35200
<b>Total Fixed Compensation (A)</b>	<b>333400</b>
<b>Statutory and Retiral Benefits</b>	
Company's Contribution to PF	21600
<b>Total Statutory and Retiral Benefit (B)</b>	<b>21600</b>
<b>Total Cost to Company (A+B)</b>	<b>355000</b>

Yours Sincerely,

For **Syntel Private Limited****Mini Mathew****General Manager – Human Resources**

Date: September 27, 2023

## Annexure – B

<b>Basket of Allowance</b>	<p>Basket of Allowance comprises of</p> <ul style="list-style-type: none"> <li>a) Flexi payroll component, pay out of which is done monthly in salary and</li> <li>b) Reimbursable components, to be claimed monthly by the employee on Ceridian Excelity (Vendor Portal).</li> </ul> <p>Note:- Flexi Benefit Plan can be availed by employees drawing CTC of 5,00,000 and above.</p> <p>Basket of Allowance (Adjustable Allowance) has been included to meet the Minimum Wage requirements. This Allowance will be considered as Special Allowance for the Statutory purpose.</p> <p>For Maharashtra Based Employees - As per the statutory norms, HRA is part of your BOA and the same can be viewed in your monthly pay slips.</p>
<b>Advance Statutory Bonus</b>	In respect of eligible employees, your Statutory Bonus under PAYMENT OF BONUS ACT, 1965 is inclusive of (1) Performance Pay as applicable and (2) Advance Statutory Bonus.
<b>Voluntary Provident Fund</b>	Option to contribute more towards Employee Provident Fund is available on ITAP module round the year.
<b>Gratuity</b>	Applicable as per your terms of employment / Conditions of Service.
<b>Company Car Lease (Above GCM 4)</b>	Company Car Lease benefit can be opted by employee as per the process given in the HR Policy document. Once the car lease EMI amount is enabled, the said amount will be adjusted from your Basket of Allowance (BOA) component and map against the Company Car Lease in your CTC.
<b>Performance Linked Pay (If Applicable)</b>	<p>This Plan can be amended, modified, or withdrawn by the Company at any time. Plan is reviewed periodically, and its rules and operational aspects may therefore be subject to change. Performance pay guidelines for applicable semester's shall be communicated to you and shall specify the overriding rules, if any.</p> <p>Payment will be made subject to you being on the rolls of the Company on the date of disbursement.</p>
<b>National Pension Scheme</b>	You can contribute up to 10% of the basic salary to National Pension Scheme, a voluntary retirement saving scheme by the Government of India.

Note: -

- ✍ All payments would be as per company's rules, regulations and administrative procedures in force.
- ✍ Any of the above allowance/s may be altered / modified/ withdrawn at the sole discretion of the management and the payment of allowances shall be governed by the rules and regulations of the company as may be applicable from time to time.
- ✍ All payments and benefits are subject to appropriate taxation.