



Floor 12B (13), South C - Wing
Empire Tower, Cloud City Campus
Off Thane - Belapur Road
Airoli, Navi Mumbai 400708
India
Telephone: 022 40872000

December 22, 2022

Mr. Vinay Kumar
Empl. No. 000109632
Gurgaon

Subject: Annual Merit Increase

Dear Vinay,

We are pleased to inform you that your compensation has been revised with effect from 01st January 2023 following the Annual Global Salary Planning exercise for 2023 which took place in November.

Your revised compensation structure is attached for your reference in Annexure 1.

All other terms and conditions of your employment will remain unchanged. Compensation details are confidential and should not be discussed or shared.

Feel free to connect with your manager for any further discussion.

We thank you for your contribution and wish you continued success with the company.

Yours faithfully

Rajdeep Mahida
VP, IT Global Business Success

Revised Compensation with effect from 01st January 2023

Name: Vinay Kumar	Employee ID: 000109632
GCS Band/Grade: Professional Senior / IN.14A..	External Title: Senior Analyst
PU-107158 IN IT DAD - Digital Project Enablement & Transformation	

Heads of Payment	Existing CTC Structure 31/12/2022	Revised CTC Structure 01/01/2023
	Amount in INR	Amount in INR
Basic	84521	87057
House Rent Allowance	42261	43529
Food Allowance	-	-
Leave Travel Assistance ¹	7041	7252
Management Allowance (balancing figure)	155254	159910
Statutory Bonus ²	-	-
National Pension Scheme (NPS) ³	6762	6965
Monthly Base Pay	295839	304713
Annual Base Pay - A	3550068	3656556
Provident Fund	10143	10447
Gratuity ⁴	4057	4187
Annual Retiral Benefits - B	170400	175608
Annual Gross Pay (A+B)	3720468	3832164

(1) LTA to be paid on monthly basis (8.33% of the Basic salary)

(2) Statutory Bonus to be paid on monthly basis (8.33% of the Basic salary), wherever applicable

(3) NPS is a part of Base Pay. However, it is a monthly contribution by the employee and is not a part of the monthly take home salary, wherever applicable

(4) Gratuity will be paid as per The Payment of Gratuity Act

Note:

Costed Benefits - Group Mediclaim (GMC) Group Personal Accident (GPA) Group Term Life (GTL) amounts are not reflected in current compensation structure,

Yours faithfully

Rajdeep Mahida
VP, IT Global Business Success