

Private and Confidential

Date: February 25, 2023

Name: Kumar Abhirup

Emp. Code: 243416

Dear Kumar,

Sub: Promotion & Revision in Compensation and Benefits Program for the FY 2022 – 23

In appreciation of your performance and contribution to the organization, we are pleased to revise your compensation and structure as a part of the “**Anniversary Merit Salary Increase Cycle**”, which is directly linked to your performance rating for the previous year.

I am delighted to inform you that based on your performance and your demonstrated potential to take higher level responsibilities, you are being promoted to **Data Analyst . (M1)**.

These changes are effective **September 01, 2022**. Specific terms relating to your Compensation and Benefits program are appended for your reference.

Your compensation details are strictly confidential and should not be disclosed.

I take this opportunity to thank you, wish you success and growth in the organization.

Please note that, all other terms and conditions will be applicable as per your grade and your compensation will be eligible for review as per next review cycle.

With best wishes,

Yours sincerely,

For Berkmeer India Private Limited



Shubhayu Sengupta
Senior Vice President – Human Resources

ANNEXURE - SALARY & ALLOWANCES			
Employee Name:	Kumar Abhirup		
Employee Code:	243416		
Grade :	M1	Designation : Data Analyst .	
Effective Date :	September 01, 2022	Current	Revised
"A" FIXED (Per Month) INR			
Basic Pay		16,616	21,144
House Rent Allowance		8,308	10,572
Flexible Compensation Plan*		2,200	2,200
Conveyance Allowance		1,600	1,600
Shift Allowance		5,000	5,000
Skill Allowance		0	1,344
City Compensatory Allowance (CCA)		7,816	11,000
"A" Sub-total - Gross Pay		41,540	52,860
"B" RETIRAL BENEFITS (per annum)			
Advance against Provisional Statutory Bonus		14,980	0
Provident Fund - Employer's Contribution		23,928	30,444
Gratuity		9,588	12,204
"B" Sub-total - Retiral Benefits		48,490	42,650
Total Fixed Compensation (A*12 + B)		5,46,970	6,76,970
"C" VARIABLE PAY (per annum)			
"C" Sub-total - Variable Pay		0	0
Total Cash Compensation (A*12 + B + C)		5,46,970	6,76,970
"D" INSURANCE (Indicative Costs per annum)			
Medical / GPA Insurance Premium		3,030	3,030
Total Cost to Company (CTC) : Total of (A*12 + B+C+D)		5,50,000	6,80,000

Flexible Compensation Plan*		
Allowances	Annual Amount	Remarks
Meal Allowance	26,400	Option to select 0/1300/2200 monthly
Flexible Compensation Plan has to be declared in subsequent month. Please refer to ESS Salary portal. In case of non-declaration and/or unutilized amount of Flexible Compensation Plan will be added to Other Allowances and paid in your monthly salary, subject to applicable taxes.		

Please note that, all other terms and conditions will be applicable as per your grade.

Yours sincerely,

For Berkmeer India Private Limited



Shubhayu Sengupta
Senior Vice President – Human Resources