

Annexure A

Description of Compensation Components

Compensation Components	Description
Basic Salary	The fundamental salary component to which other components will be linked.
House Rent Allowance	50% of Basic Salary is provided towards house rent. It will have a tax benefit based on the prevailing Income Tax rules.
Medical Allowance	It is provided for the purpose of meeting the medical expenses of employee and will have a maximum tax benefit of 15,000/- per annum
Conveyance Allowance	It is provided for the purpose of meeting the travelling expenses to and from office to the residence of the employee and will have a maximum tax benefit of 1,600/- per month
Flexi Benefits Kit	The Flexi Benefits Kit will allow the employees to choose a benefit pack to suit their needs. Certain elements will have tax benefit as per prevailing tax rules.
Statutory Bonus	All employees having less than INR 10,000/- basic salary will be eligible for the Statutory Bonus @ 8.33% of their basic salary subject to a maximum of INR 292/- per month and the same may be paid on a quarterly basis.
EPF Contribution by Belhopat	12% of the Basic Salary will be contributed to the Employee's Provident Fund Account by Belhopat subject to a maximum of INR 1,800/- per month
ESI Contribution by Belhopat	Employees having less than INR 15,000/- as their Gross Salary will be covered under the ESI Act and Belhopat will make a contribution @ 4.75% of the Gross Salary towards ESI.
Gratuity	Gratuity is a lump sum amount that is received by an employee from his/her employer in gratitude for the services offered by the employee in the company. It is a retiral benefit which will be paid to the employee at the time of retirement after a continuous employment of at least 5 years with Belhopat.
Annual Gross Cost to the Company (CTC)	It is Company's total cost for an employee per annum. CTC includes all the facilities an employee avails during the employment period. The Actual salary of an employee is a part of his/her CTC.