

FAQs

Frequently Asked Questions



Performance Based Pay 2022

Questions you might want to ask



Frequently Asked Questions

1. How is my Performance Based Pay (PBP) calculated?

PBP = Annual Gross Earnings of 2022 * Level wise PBP percentage * Results rating percentage

Level	PBP Percentage
T9	8%
T8	10%
T7	10%
L6/T6	10%
L5/T5	15%
E4	15%

2. What is the period of Performance Based Pay calculation?

The period of Performance Based Pay calculation is January to December 2022.

3. What is included in my monthly gross earnings?

For the purpose of Performance Based Pay calculation, the below pay components are considered as monthly gross earnings and multiplied into 12:

- i. Basic
- ii. House Rent Allowance
- iii. Monthly Allowance
- iv. Leave Travel Allowance
- v. Telephone Allowance

4. I joined MBRDI in the year 2022 (mid-year joiner). Will I be eligible for Performance Based Pay along with March 2023 salary?

Yes, if you have joined MBRDI in the year 2022 you will be eligible for Performance Based Pay along with March 2023 salary. Your performance based pay is calculated from your Date of Joining till 31st December 2022.

5. I am a trainee (Graduate Engineer Trainee/Post Graduate Engineer Trainee) joined as T10 and working in MBRDI from 2022. Will I be eligible for Performance Based Pay?

No, Performance based pay is applicable only for level T9 and above.

6. I joined as a trainee (Graduate Engineer Trainee/Post Graduate Engineer Trainee) in 2021. I was confirmed to T9 in 2022. Will I be eligible for Performance Based Pay?

Yes, you will be eligible for performance based pay from the date of your confirmation to 31st December 2022.

For example: Consider that you were confirmed to T9 effective 1st October 2022. You will receive Performance Based Pay for 3 months only (October, November and December 2022).

- 7. The performance based pay amount that I received in my salary is less than what has been mentioned in the letter.**

Performance based pay is subject to Income tax deduction. Hence, you would receive the amount after Income tax deduction which would be lesser than what is mentioned in your letter.

- 8. How can I access my performance based pay letter?**

Your performance based pay letter will be available in your HRWT from March 29, 2023 onwards.

Please login to HRWT> Click on “My letters”> Select “Variable pay letter” from the dropdown

- 9. I was on STTM (Short Term Training Mobility) from January 2022 to December 2022. Will I receive performance based pay?**

Yes, for employees who were on STTM from January 2022 to December 2022 or only for few months in 2022, you will receive your performance based pay for the entire year 2022.

- 10. I am on STTM (Short Term Training Mobility) currently. Will I receive my performance based pay?**

Yes, you will receive your performance based pay along with your March 2023 salary.

- 11. I was on STM/LTM (Short Term Mobility/Long Term Mobility) from January 2022 – December 2022. Will I receive performance based pay?**

You will receive your performance based pay for the year 2022 from the host location. You will not receive it through MBRDI salary. We will let you know separately as to when you will receive it.

- 12. I was on STM/LTM (Short Term Mobility/Long Term Mobility) from June 2022 – December 2022. Will I receive performance based pay?**

Yes, you will receive your performance based pay in the below manner:

- i. January 2022 to May 2022→ Will be paid along with your March 2023 salary at MBRDI
- ii. June 2022 to December 2022→ Will be paid from the host location.

- 13. My last working day is March 31, 2023. When will I receive my performance based pay?**

You will receive your performance based pay in your full and final settlement in April 2023 (subject to exit clearance). You will be receiving 15 months of performance based pay (January 2022 to March 2023).

- 14. My last working day is on 10th April, 2023. Will I receive my performance based pay in March 2023 salary?**

Yes, you will receive your performance based pay 2022 along with your March 2023 salary. Your performance based pay for the year 2023 will be paid in your full and final settlement.

- 15. I have not received my performance based pay 2022. What should I do?**

Kindly raise a ticket on [AskMyHR](#)> Select category as “Other queries”.

- 16. I cannot view my variable pay letter in HRWT. What should I do?**

Kindly raise a ticket on [AskMyHR](#)> Select category as “Other queries”.

17. I was on sabbatical leave in 2022. How will my performance based pay be calculated?

Please note that performance based pay is not paid for the sabbatical leave period.

For example:

- i. Consider that you were on sabbatical leave for the entire year 2022, you will not be eligible for performance based pay
- ii. Consider that you were on sabbatical leave from January 2022 to June 2022. You will receive performance based pay only from July 2022 to December 2022.

For any further queries/ clarifications, please raise a ticket on [AskMyHR](#)> Select category as “Other queries”.

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