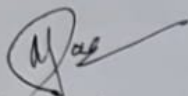


Date : 2023-07-11

The Trustees  
TATA Consultancy Services Employees Group Gratuity Scheme  
Mumbai

I the undersigned, hereby authorize The Trustees, TATA Consultancy Services Employees' Group Gratuity Scheme to adjust my outstanding dues against the Gratuity payable to me and remit the balance into my bank account as updated in the system.

Thanking you



(Signature)

Employee Name : MITAASH PAUL  
Employee No : 2300414  
Base Branch : TCS - KOLKATA

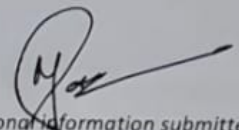
## Separation Checklist

To be filled by associate

Name:	MITAASH PAUL
Employee No:	2300414
Project HR Name:	MAYURA BASU MAJUMDER
Exit Interview completed (Y/N):	Exit Interview Path: Ultimatix- Human Resource & Diversity- Italent- My Box- Exit Interview (will open after HR Clearance is done by project HR) Y(N)
SEEPZ Pass / SEZ pass:	NA
Timesheet filled till last working date? If not, mention dates:	YES, RECEIPT - 2023-04-11
Any leave availed during the Notice Period: Mention Dates:	SICK LEAVE - 2023-04-13 and 14
Asset ID:	
Asset submitted at Location:	YES
All GESS Claims raised and approved (Y/N):	You are required to ensure all pending GESS claims requests are approved before your Date of Release. Y(N)
Night Shift allowance rostered till Date of Release	If you are eligible for NSA please ensure your manager has rostered you for the days NSA is applicable before your Date of Release. (Y/N) NA
<b>Personal details for future correspondence</b>	
Contact no:	8014393597
Alternate contact no:	
Personal e-mail-id:	paulmitaash@gmail.com
Residential address (Permanent / present):	SONAL APARTMENT, FLAT-12, 408 JESSORE ROAD, KOL - 700074

**Note:** Please update your details (present and permanent address, email id, contact no. etc.) via GESS- My Profile.

By submitting the form, I herewith give explicit consent to contact me and my personal information submitted above for being processed and stored for separation and settlement of social security benefits.



2023-07-11.

TATA CONSULTANCY SERVICES EMPLOYEE'S PROVIDENT FUND  
APPLICATION FOR SETTLEMENT OF PROVIDENT FUND ACCOUNT  
(TO BE FILLED BY APPLICANT)

To,  
The Trustees,  
TATA Consultancy Services Employees Provident Fund,

Dear Sir,

As I have ceased to be an employee of TCS Limited with effect from 11-07-2023, I request you to settle my Provident Fund account and pay the said amount at an early date.

1. Name: MITAASH PAUL

2. Father's / Husband's Name: ABHIJIT PAUL

3. Employee Number: 2300414

4. Date of Joining Service: 2023-04-25

5. Date of Cessation of Service: 2023-07-11

6. Period of Service: 1 Year 3 months.

7. PAN Card No: DEFP8075C

Address for Correspondence:

SONAL APARTMENT, FL-12,

468 Jessor Road

Kol- 700074

Mobile No: 807393597

Personal Email id: paulmitaash@gmail.com

8. Bank Account details:

Name of Bank	Branch	Saving Bank Account No.	Account Type	IFSC Code	MICR
<u>HDFC BANK.</u>	<u>DUM DUM</u>	<u>50100179654952</u>	<u>SAVINGS.</u>	<u>HDFC0001929</u>	<u>-</u>

9. Reason for leaving service / withdrawal of Provident Fund Accumulations: (Tick any one appropriate option)

- a) Retirement  
b) Permanent migration from India  
c) Permanent & total Disablement  
d) Unemployment (More than 2 months)  
e) Getting Married (Only in case of Female members)

**Note:**

The PF withdrawal amount is subject to tax, if contributory service (inclusive of service rendered in previous employment is transferred to TCS PF a/c) is less than five years.

**DECLARATION OF NON-EMPLOYMENT**

(This declaration is applicable if you have selected option (d) from the above reason for withdrawal)

I declare that I have not been employed in any Factory/Establishment to which the Act applies for a continuous period of not less than 2 months immediately preceding the date of my application for withdrawal of my Provident Fund money.

Date: \_\_\_\_\_

Signature of Employee

I certify that the particulars given above are true.



Signature of Employee

Seal & Signature of Employer

Provident Fund Undertaking

Date:

To

Tata Consultancy Services Ltd.

I the undersigned declare that I will

Transfer my Provident Fund (PF) accumulation / Pension to my new employer HSBC EDP  
(Pl indicate Name of the New Establishment) within 3 months from my date of release and on completion of my full and final settlement.

or

I will withdraw my Provident Fund (PF) accumulation as permitted under the Employees' Provident Fund and Miscellaneous provisions Act, 1952 (EPF & MP Act).

I am also aware that I have to link my existing UAN to my new employer, if I take up employment with any other organization.

Along with this undertaking, I am also submitting PF withdrawal form. I request TCS to initiate my PF Transfer, if my existing UAN is linked to another organization, within 3 months from my date of release and on completion of my full and final settlement.

Upon linkage of UAN to my new organization I will raise a request for PF transfer in TCS Alumni portal (<https://www.alumniportal.tcs.com>). However, in case my existing UAN is not linked to any other organization within 3 months from my date of release and on completion of my full and final settlement, then I request TCS to process my PF withdrawal basis PF withdrawal form submitted by me.

I authorize TCS EPF Trust to process my PF settlement as above.



Signature

Name of Employee: MITAASH PAUL

Employee Number & Base Branch: 2300414, TCS- KOLKATA

Contact/Mobile Number: 8017392597

Personal Email id: paulmitaash@gmail.com