

Full and Final Statement
HCL Technologies Ltd.



Employee Code	51603686	Notice Period Days	90
Employee Name	Mr. Ram Prakash Singh	Notice Period Served	31
Designation	Lead Engineer	Notice Pay Recovery Days	0
Payroll Area / Location	NR/Noida SEZ-Tower6-U7-SDB5-2,	Notice Pay Employer (In Voluntary Case)	0
Date of Joining	31-Mar-16	LWP days	0
Resignation Date	20-Nov-19	Gratuity Yrs	0
Last Working Date	20-Dec-19	AL Days Payable/ Recoverable	24.50 / -0.00
PAN No	BZYPS7500K		
PF No	GN/GGN/5572/341825		
Pension No	GN/GGN/5572/328700		

Earnings	Monthly Eligibility	(Salary On Demand Month) (January)	(Salary Hold Month) (November)		
Basic Salary	24,731.00	0.00	24,731.00	0.00	0.00
HRA	24,731.00	0.00	24,731.00	0.00	0.00
Holiday Allowance	4,166.00	0.00	4,166.00	0.00	0.00
Compensatory Allowance	27,440.00	0.00	27,440.00	0.00	0.00
Engagement PB	4,947.00	0.00	4,947.00	0.00	0.00
Food Wallet	2,000.00	0.00	2,000.00	0.00	0.00
Total Monthly Components(A)	88,015.00	0.00	88,015.00	0.00	0.00
Additional Components					
Arr.PL Encashment(Non PF)	0.00	19,921.00	0.00	0.00	0.00
EPB Recovery QTR	0.00	0.00	-247.35	0.00	0.00
Total Additional Components (B)	0.00	19,921.00	-247.35	0.00	0.00
Monthly Gross Earnings (A+B = C)		19,921.00	87,767.65	0.00	0.00
Statutory Deductions					
Ee PF contribution	0.00	0.00	2,968.00	0.00	0.00
Ee VPF contribution	0.00	0.00	1,978.00	0.00	0.00
Statutory Deductions Total (D)	0.00	0.00	4,946.00	0.00	0.00

Other Deductions					
Medical Prem. Recoverable	0.00	0.00	500.00	0.00	0.00
Other Deductions Total (E)	0.00	0.00	500.00	0.00	0.00
Monthly Gross Deductions (Statutory + Other Deductions) (D +E = F)	0.00	0.00	5,446.00	0.00	0.00
Vendor Balance (Payable / Recoverable) for both India and GEO Books					
Vendor Balance Payable / Recoverable - Total G					
Full and Final amount (H)	102,242.65	19,921.00	82,321.65	0.00	0.00
Salary Hold Prior To November-2016 = I	0.00				
Grand Total (H + I = J)	102,242.65				
Received from Employee (K)	0.00				
Payable/ Recoverable (J - G + K = L)	102,242.65				
Paid already (M)	0.00				
Revised Payable / Recoverable (L - M = N)	102,242.65				

Disclaimers:

1. The Full and Final Settlement Sheet is a system generated document and does not required company seal and signature.
2. As per policy employee who serve 4 years 190 days are eligible for gratuity payout. Please note Gratuity deduction is being shown in F&F sheet with an assumption that the payout will made separately as per Gratuity Act in order to mitigate statutory compliance.
3. The full and final settlement was prepared on the basis of input received from the entire stakeholder (HR/IT/Admin). In case of any waiver you can get in touch with your EP/BP Partner.
4. In case any additional payout missing in your full and final settlement like shift allowance/on call allowance/weekend allowance/Performance Bonus please discuss with your EP/BP partner.
5. For any query related to CVCS please discuss with GCS (Global Cash Claim) Team.
6. For PF related query please get in touch one to one with pfhelpdesk@hcl.com.
7. For Full and final settlement related queries please get in touch with fnfsettlement@hcl.com.