

## Salary and Benefits Policy for ASEs, S&S, PED

Fixed Benefits	<div>i. <b>Basic Salary</b> (based on job experience in similar position with EPGL):</div> <table><tr><th>Employment Category</th><th>Experience with EPGL</th><th>Basic Salary (BDT)</th></tr><tr><td>A</td><td>&gt; 5 Years</td><td>5,500.00</td></tr><tr><td>B</td><td>&gt; 2 Years but ≤ 5 Years</td><td>4,500.00</td></tr><tr><td>C</td><td>Fresh and up to 2 Years</td><td>3,500.00</td></tr></table> <div>ii. <b>Conveyance Allowance</b> (based on job location):</div> <table><tr><th>Job Location</th><th>Conveyance Allowance (BDT)</th></tr><tr><td>Inside Metropolitan Area</td><td>3,300.00</td></tr><tr><td>Outside Metropolitan Area</td><td>3,800.00</td></tr></table> <div>iii. <b>Food Allowance:</b> Tk. 1,250.00</div>	Employment Category	Experience with EPGL	Basic Salary (BDT)	A	> 5 Years	5,500.00	B	> 2 Years but ≤ 5 Years	4,500.00	C	Fresh and up to 2 Years	3,500.00	Job Location	Conveyance Allowance (BDT)	Inside Metropolitan Area	3,300.00	Outside Metropolitan Area	3,800.00
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Mobile Allowance	<div>Usage Ceiling BDT 1,000 per month</div> <div>Energypac Power Generation Ltd. (EPGL) will provide office registered SIM with this usage ceiling for the office communication purposes. Amount exceeding this limit will be adjusted from the ASE's fixed benefit.</div>																		
Festival Bonus	<div>Two festival bonuses during the Eid-ul-Fitr and Eid-ul-Azha each equivalent to 1 month's basic salary. Minimum employment relationship tenure of 120 days is required. In between 90 days to 120 days, half-festival bonus will be applicable.</div>																		
Variable Commission	<div>i. <b>Eligibility for Commission on Collection Amount:</b></div> <table><tr><th>Area</th><th>Minimum Collection Amount</th></tr><tr><td>For Residential Area</td><td>115,000.00</td></tr><tr><td>For Industrial Area/Outside Metropolitan Area</td><td>275,000.00</td></tr></table>	Area	Minimum Collection Amount	For Residential Area	115,000.00	For Industrial Area/Outside Metropolitan Area	275,000.00												
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**ii. Variable payment based on collection against sales of Spares, Consumables, TDS and VDS:**

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|---|
| a. 1.75 % for a collection of $\geq$ Tk. 1,15,000/- but < Tk. 1,50,000/-; Additional Tk. 750 as Bonus.  |
| b. 2.00 % for a collection of $\geq$ Tk. 1,50,000/- but < Tk. 2,00,000/-; Additional Tk. 1,000 as Bonus.  |
| c. 2.25 % for a collection of $\geq$ Tk. 2,00,000/- but < Tk. 3,00,000/-; Additional Tk. 1,250 as Bonus.  |
| d. 2.50 % for a collection of $\geq$ Tk. 3,00,000/- but < Tk. 4,00,000/-; Additional Tk. 1,500 as Bonus.  |
| e. 2.75 % for a collection of $\geq$ Tk. 4,00,000/- but < Tk. 5,00,000/-; Additional Tk. 1,750 as Bonus.  |
| f. 3.00 % for a collection of $\geq$ Tk. 5,00,000/- but < Tk. 7,00,000/-; Additional Tk. 2,000 as Bonus.  |
| g. 3.25 % for a collection of $\geq$ Tk. 7,00,000/-; Additional Tk. 2,500 as Bonus  |
| h. Additional 1.75 % on collection in case of 100% achievement of monthly sales/collection budget. This commission shall be rewarded in addition to the commission as mentioned above (from a to g).  |
| i. For 100% achievement of yearly sales & collection target, individuals will be awarded an additional amount of Tk. 25,000 at the end of the fiscal year.  |
| j. Commission for ASE's on sales / collection shall be determined on case to case basis depending on overall profitability, payment terms and contribution of the respective ASE for that particular sales.   |
| k. Above commissions are not applicable for Lube Oil sales. For lube oil, ASEs will get Tk. 5 / Liter (except Gas Lube Oil for which commission is not applicable). Other lubricants like coolant, grease etc. shall follow the commission structure as stated above.                         |
| l. No commission shall be provided if –<br>1. Collection is not made within 30 days. However, it may be extended maximum up to 45 days upon discretion of HoD<br>2. Payment received partially<br>3. Profit < SnS Product Wise Budget<br>4. Monthly sales/collection budget Achievement < 50% |

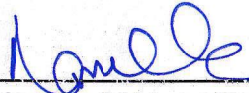
**iii. Commission Based on Service Payment Collection & any kind of TDS/VDS Collection**

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| a) @TK 150/- for each service sales payment collection & Cumulative TDS/VDS collection (any of Spares & Service) of > Tk 1,000/- and $\leq$ Tk 3,000/- |
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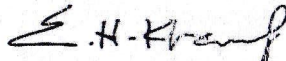


	b) @Tk 300/- for each service sales payment collection & Cumulative TDS/VDS collection (any of Spares & Service) of > Tk 3,000/- and ≤ Tk 6,000/-
	c) @Tk 400/- for each service sales payment collection & Cumulative TDS/VDS collection (any of Spares & Service) of > Tk 6,000/- and ≤ Tk 15,000/-
	d) @Tk 500/- for each service sales payment collection & Cumulative TDS/VDS collection (any of Spares & Service) of > Tk 15,000/-
	iv. <b>Commission based on Service and Maintenance Contract (CSA/SnM/OnM) / Renewal:</b>
	a. BDT 500 / Per Contract Renewal
	b. BDT 1,000 / Per New Fresh Contract
Basic Principles:	<ul style="list-style-type: none"> <li>Income Tax on ASE's salary and commission will be applicable as per law and to be borne by EPGL.</li> <li>This policy will come into effect from September 01, 2021 and will remain valid till June 30, 2022.</li> <li>The employer reserves the right to amend, withheld or discontinue these benefits partially / fully at any time without showing any reason whatsoever.</li> </ul>

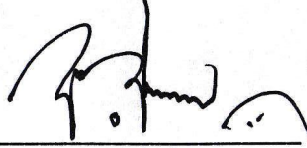
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