

**Full and Final Statement**

**HCLTech**

<b>Employee Code</b>	51852377	<b>Notice Period Days</b>	90
<b>Employee Name</b>	Mr. Mohd Shariq	<b>Notice Period Served</b>	90
<b>Designation</b>	CONSULTANT	<b>Notice Pay Recovery Days</b>	0
<b>Payroll Area / Location</b>	2C/Chennai-SEZ, Kanceehpuram,	<b>Notice Pay Employer</b>	0
<b>Date of Joining</b>	16-Dec-19	<b>LWP days</b>	0
<b>Resignation Date</b>	22-Sep-22	<b>Gratuity Yrs</b>	0
<b>Last Working Date</b>	20-Dec-22	<b>AL Days Payable/ Recoverable</b>	20.50 / -0.00
<b>PAN No</b>	CECPs2641D		
<b>PF No</b>	GN/GGN/5572/453967		
<b>Pension No</b>	GN/GGN/5572/440842		

Earnings	Monthly Eligibility	(Salary On Demand Month) (January)	(Salary Hold Month) (September)		
<b>Basic Salary</b>	40,379.00	0.00	37,562.00	0.00	0.00
<b>HRA</b>	40,379.00	0.00	37,562.00	0.00	0.00
<b>Car Allowance</b>	17,500.00	0.00	17,500.00	0.00	0.00
<b>BHA Allowance</b>	4,000.00	0.00	4,000.00	0.00	0.00
<b>Fuel and Vehicle Maitaina</b>	9,925.00	0.00	9,925.00	0.00	0.00
<b>Compensatory Allowance</b>	12,830.00	0.00	9,132.00	0.00	0.00
<b>Engagement PB</b>	8,077.00	0.00	7,514.00	0.00	0.00
<b>Food Wallet</b>	2,000.00	0.00	2,000.00	0.00	0.00
<b>Total Monthly Components(A)</b>	135,090.00	0.00	125,195.00	0.00	0.00
Additional Components					
<b>Arr.PL Encashment(Non PF)</b>	0.00	27,215.00	0.00	0.00	0.00
<b>Arr.Unclaimed Fuel VM &amp; D</b>	0.00	650.96	0.00	0.00	0.00
<b>Total Additional Components (B)</b>	0.00	27,865.96	0.00	0.00	0.00
<b>Monthly Gross Earnings (A+B = C)</b>		27,865.96	125,195.00	0.00	0.00
Statutory Deductions					
<b>Ee PF contribution</b>	0.00	0.00	4,507.00	0.00	0.00
<b>Ee VPF contribution</b>	0.00	0.00	3,005.00	0.00	0.00

<b>Prof Tax - Full period</b>	<b>0.00</b>	<b>0.00</b>	<b>200.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Statutory Deductions Total (D)</b>	<b>0.00</b>	<b>0.00</b>	<b>7,712.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Other Deductions</b>					
<b>Other Deductions Total (E)</b>					
<b>Monthly Gross Deductions (Statutory + Other Deductions) (D +E = F)</b>	<b>0.00</b>	<b>0.00</b>	<b>7,712.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Vendor Balance (Payable / Recoverable) for both India and GEO Books</b>					
<b>Vendor Balance Payable / Recoverale - Total G</b>					
<b>Full and Final amount (H)</b>	<b>145,348.96</b>	<b>27,865.96</b>	<b>117,483.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Salary Hold Prior To September-2019 = I</b>	<b>0.00</b>				
<b>Grand Total ( H + I = J )</b>	<b>145,348.96</b>				
<b>Received from Employee (K)</b>	<b>0.00</b>				
<b>Payable/ Recoverable (J - G + K = L )</b>	<b>145,348.96</b>				
<b>Paid already ( M )</b>	<b>0.00</b>				
<b>Revised Payable / Recoverable (L - M = N)</b>	<b>145,348.96</b>				

**Disclaimers:**

1. The Full and Final Settlement Sheet is a system generated document and does not require 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 [pffhelpdesk@hcl.com](mailto:pffhelpdesk@hcl.com).
7. For Full and final settlement related queries please get in touch with [fnssettlement@hcl.com](mailto:fnssettlement@hcl.com).