* Accenture Support

2025-05-19 01:00:47

\*\*\*\* Outgoing Email \*\*\*\* Attachment Name(s): N/A Sent to: gourav.b.jain@accenture.com From: Payroll.supp.svcs@accenture.com Subject: Action Required – your Request requires action - PR4395977 THIS IS AN AUTOMATED E-MAIL. Additional information has been added to Request PR4395977 Please provide me the details of gratutiy and leave encashment submitted on 2025-05-17 11:24:48 PDT For details on this, please visit Accenture Support Comments - Hi, 1-Please find the below Gratuity details:1) If you have completed 4 years and 240 days continuous service then you are eligible for Gratuity2) You must fill Gratuity form I form which you will be receiving in exit formality mailer 12days prior to your LWD, you have to fill those forms. And share it via ServiceNow or from personal mail ID to payroll.settlements@accenture.com any one is okay3) Gratuity payments will be happened separately i.e. within 30 days from your LWD.4) It will calculate on your Last India monthly basic drawn or the latest India compensation plan. 5) Calculation: 15/26\*Latest month Basic salary\*No of years completed in organization.6) If you have completed 5 years and 6 months we will consider as 6 years but if you have completed 5 years and 5 months than we will consider as 5 years and so on.7) LOA and Notice period is also consider while calculating the Gratuity period. GCP period is also considered. 2-Please find the below leave encashment calculation : Leave encashment = Total Fixed pay (India)/2340 hrs. (applicable for ATCI & IO) or 2080 hrs. (Applicable for ICF & CN) \*Number of accrued leave hours (up to the maximum eligibility hours specified for each state in the leave policy as outlined by Accenture)Note: 260 standard working days \* 9 hours standard working = 2340 (ATCI & IO); 260 Standard Working days\* 8 hours standing working hours = 2080 (ICF & CN). 3-Also kindly submit Gratuity form I and leave encashment& gratuity declaration form here on this ticket if you have missed to submit it. Regards,India Payroll Team Ref:MSG1311022120

* **AS**

Accenture Support

2025-05-19 01:00:36

\*\*\*\* Outgoing Email \*\*\*\* Attachment Name(s): N/A Sent to: gourav.b.jain@accenture.com From: Payroll.supp.svcs@accenture.com Subject: Your Payroll request PR4395977 have been resolved Be informed that your request PR4395977 for Exit has been resolved. Tell us how we are doing We are committed to delivering excellent quality of service and your satisfaction is our priority. We value your feedback and strive to continuously improve our services. Your opinion matters to us! Please take a few moments to complete the survey This is an automated system generated e-mail. Ref:MSG1311022096

* **AS**

Accenture Support

2025-05-19 01:00:00

Hi, 1-Please find the below Gratuity details: 1) If you have completed 4 years and 240 days continuous service then you are eligible for Gratuity 2) You must fill Gratuity form I form which you will be receiving in exit formality mailer 12days prior to your LWD, you have to fill those forms. And share it via ServiceNow or from personal mail ID to payroll.settlements@accenture.com any one is okay 3) Gratuity payments will be happened separately i.e. within 30 days from your LWD. 4) It will calculate on your Last India monthly basic drawn or the latest India compensation plan. 5) Calculation: 15/26\*Latest month Basic salary\*No of years completed in organization. 6) If you have completed 5 years and 6 months we will consider as 6 years but if you have completed 5 years and 5 months than we will consider as 5 years and so on. 7) LOA and Notice period is also consider while calculating the Gratuity period. GCP period is also considered. 2-Please find the below leave encashment calculation : Leave encashment = Total Fixed pay (India)/2340 hrs. (applicable for ATCI & IO) or 2080 hrs. (Applicable for ICF & CN) \*Number of accrued leave hours (up to the maximum eligibility hours specified for each state in the leave policy as outlined by Accenture) Note: 260 standard working days \* 9 hours standard working = 2340 (ATCI & IO); 260 Standard Working days\* 8 hours standing working hours = 2080 (ICF & CN). 3-Also kindly submit Gratuity form I and leave encashment& gratuity declaration form here on this ticket if you have missed to submit it. Regards, India Payroll Team

* **AS**

Accenture Support

2025-05-17 11:24:58

\*\*\*\* Outgoing Email \*\*\*\* Attachment Name(s): N/A Sent to: gourav.b.jain@accenture.com From: Payroll.supp.svcs@accenture.com Subject: Your new Payroll request PR4395977 has been created. THIS IS AN AUTOMATED E-MAIL. Thank you for contacting us. The request PR4395977 has been created regarding the following: Request Type : Payroll Short Description : Please provide me the details of gratutiy and leave encashment You can view and perform your updates to your request by clicking here Ref:MSG1310729985

* **AS**

PR4395977 Created

2025-05-17 11:24:48

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