

Date: 06th May, 2024



Dear Aakash Kamble,

Congratulations! We are pleased to inform you that you have been selected for the position of **Software Developer** in **BAND I** at **Hexaware Technologies Limited, Mumbai**. Your date of joining will be **06th May, 2024**. Your compensation structure is as follows:

COMPONENTS					
A: Monthly		PM		PA	
	1.1 Basic	INR	13,924	INR	167,088
	1.2 HRA	INR	696	INR	8,352
	1.3 Bonus	INR	2,226	INR	26,712
	1.4 VPA	INR	1,160	INR	13,920
Total (A)		INR	18,006	INR	216,072
B: Benefits		PM		PA	
	2.1 Provident Fund	INR	1,671	INR	20,052
	2.2 GLIP & Medclaim	INR		INR	-
	2.3 ESIC	INR	585	INR	7,020
Total (B)		INR	2,256	INR	27,072
TOTAL CTC: [A+B]		INR	20,262	INR	243,144
MONTHLY TAKE HOME CALCULATION					
COMPONENTS MONTHLY		MONTHLY TAKE HOME@3 RATING		MONTHLY TAKE HOME BASED ON RATING	
Gross(Refer to Total [A] above)		INR	20,262	Rating 1	INR 22,670
Less : ESIC		INR	585	Rating 2	INR 31,649
Less : PF Contribution		INR	1,671	Rating 3	INR 20,262
Less : Profession Tax		INR	200	Rating 4	INR 19,608
Net Take Home Salary		INR	20,262	Rating 5	INR 18,587

Notes regarding components above:

1.3	Complete Statutory Bonus is part of the monthly payout as per Payment of Bonus Act 1965
1.4	Variable Performance Allowance will be paid based on the ratings at the end of every month. These ratings will be given for your performance in line with the KRAs. VPA for employees for the first 30 days or during training period, whichever is higher, will be paid at a default rating of 2. In case you exceed performance and get a rating of 4 and above, you will be entitled for an enhanced payout as mentioned above in the structure.
2.2	The company has a Group Life Insurance Policy and a Medclaim Policy in case of any medical emergencies. A premium of Rs.155/- per month is paid by the company and hence is provided as a benefit as shown in the above table. As per the policy, the coverage limit under Medclaim is Rs.1,25,000/- & the coverage under Group Life Insurance Policy is Rs. 500,000/-.

Additional Notes:

i	The above salary is subject to income tax deductions & is calculated based on the Statutory provisions & Labour Legislations prevailing at the time of issuance of this letter which may change from time to time as per Government rules and regulations. You will be notified as and when such changes happen in the legislations governing the compensation.
ii	Probation Period - An employee is eligible for Confirmation post the completion of the Probation period subject to a satisfactory performance review. The Probation and confirmation is as per the company policy and the same shall be binding on the employee
iii	Notice Period - as per the company policy and same shall be binding on the employee.
iv	Salary information is to be kept confidential and is governed by the Non-Disclosure and Confidentiality clause mentioned in your appointment letter. All other terms & conditions will remain the same as per company policy

• **Policies**

Leave Entitlement -

Rules related to Earned Leaves and Sick Leaves

Eligibility & Procedure

	Earned Leave	Sick Leave
Entitlement for confirmed employees	21 days per calendar year of service, or pro-rata for partial period of service in a calendar year	7 days per calendar year of service, or pro-rata for partial period of service in a calendar year.

Mediclaime Policy -

The coverage is for all Hexaware BPS employees

MEDICLAIM GRADE AND SUM INSURED			
Grade	Sum - Insured	Policy Type	
Band 1	Rs. 125000	Individual	
Band 2	Rs. 150000	Self + Spouse	
Band 3	Rs. 250000	Self + 3	
Band 4	Rs. 500000	Self + 3	

Group Life Insurance Policy -

The coverage is for all Hexaware BPS employees

GROUP LIFE INSURANCE POLICY GRADE AND SUM INSURED			
Grade	Sum - Insured		
Band 1	Rs.4,50000		
Band 2	Rs.9,00000		
Band 3	Rs.1500000		
Band 4	Rs.5000000		

* The employee will be eligible for Mediclaim and GLIP benefits under this scheme **from the date of joining.**

For Hexaware Technologies Limited



Ambika Dhyani

Global Head - TAG

ACCEPTANCE

I, _____, have read and understood the above terms and conditions governing the services and employment at Hexaware Technologies Limited., and the same are acceptable to me.

Place:

Signature:

Date: