

Date : 27/01/2020

Employee Code	14423
Employee Name	SHRI KATORE NILESH PRALHAD
Designation	JR. ENGINEER - CIVIL
Department / Site	CIDCO PLOT 1 AND 8 TALOJA SEC 21 22 29
Grade	SET-1
Monthly Salary (Rs)	22000/- Wef. 01/04/2019

CTC Structure		Annex - I
A. Monthly		Amt In Rs. (Per Month)
Basic		8100/-
HRA		2450/-
Personal Pay		8950/-
Site Allowance		1500/-
Edu Allowance		200/-
Medical Reimbursement		800/-
Total (A)		22000/-
B. Sodexo Coupons		
Total (B)		0/-
C. Yearly		
Ex-Gratia / Bonus Per Month		1400/-
Total (C)		1400/-
D. Retirals		
PF @12% Of Basic		972/-
Gratuity (As Per Law)		389/-
Total (D)		1361/-
Total A + B + C + D		24761/-

1. The Ex-gratia / Bonus is paid annually during the Diwali festival time, for the Financial year.
2. Gratuity and PF. are as per the Government Rules.
3. Medical expenses will be reimbursed and supported by the bills to that extent.
4. LTA will be paid at the end of the year after submitting supporting documents to the A/c.Dept. in the prescribed format
5. Reimbursement of Driver's allowance will be subject to submission of self owned Car Registration, Insurance documents, Driver's License copy and the declaration form to the A/c.Dept.
6. Sodexo coupons as shown above per month are towards expenses incurred for Company Guests.

Please note that, the Management reserves the rights to alter, modify or change the CTC structure, if required.



Prashant Ambulgekar
Vice President - HR

27.01.2020

To

Name : SHRI KATORE NILESH PRALHAD
Emp Code : 14423
Site : CIDCO PLOT 1 AND 8 TALOJA SEC 21 22 29

Dear Shri Katore,

The Management is pleased to inform you that, in recognition of your performance & contribution in the Company's progress, your CTC is revised upwards. The details are attached (Annex. I).

Considering the overall satisfactory performance of the Company for this year, the Management has approved special increase in your remuneration without forming any precedence. The other benefits continue to remain the same. The revision is effective **April 01, 2019**.

Our operational efficiencies have a major role, and it is one of the success factors for us. Therefore we have to constantly work towards **FIRST TIME RIGHT** approach, *reduce our cost, wastage and avoid the reworks and importantly improve continuously the quality of our work and Services.*

We hope that, you will continue to move ahead on the path of Excellence!

Best Regards



Prashant Ambulgekar
Vice President - HR