



Pinnacle Infotech Solutions

S.S.B. SARANI, BIDHANNAGAR, DURGAPUR, WB, INDIA - 713212

www.pinnaclecad.com | Global BIM Leader

Personal and Confidential

05th May 2022

Name : Rohan Biswas
EMP ID: PIS02934

Dear Rohan Biswas,

Congratulations!

In recognition of your performance, we are pleased to inform you that you are promoted to “**Senior Engineer**”.

Your revised compensation in detail is attached as annexure 1 to this letter.

In the 2021 performance appraisal you have been rated as : **B – High Performer**
Your designation is : **Senior Engineer**
Your new annual CTC is : **Rs. 600000**

Please note that all remaining terms and condition of your employment would remain the same as per the appointment letter and subsequent written revisions if any.

We look forward to your continued contribution in the years ahead and wish you a successful career with us.

Please sign a copy of this letter as token of your acceptance of the new designation and compensation.

Please note that all compensation and related matters are strictly confidential and have to be dealt as such.

My best wishes are always with you in your pursuit of excellence.

Yours Sincerely



Sapna Patwari
Director

** Note: Compensation is a personal issue and complete confidentiality must be maintained. We would therefore urge you not to share this content of your compensation with anyone.



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Annexure 1

Rohan Biswas
EMP ID: PIS02934

Dear Durgapur,

Subject: In continuation of the Increment letter Salary break-up w.e.f., from 1st April 2022

Particulars	T/NT		Optional	% to CTC	Annual	Monthly
A CASH COMPONENTS						
Basic + DA [30% on Gross]	T			30%	166032	13836
HRA [15% on Gross]	T			15%	83016	6918
TA [@ Rs 1600 p.m.]	T			Fixed	19200	1600
Medical Allowance [@ Rs 1250 P.m]	T				15000	1250
Other Reimbursement	T			Balance	270180	22515
- Children Education Allowance	NT	@ Rs 200/- p.m. for 2 childs				
- Food / Sodexo Coupons	NT	As per slabs declared				
- Periodical Journals	NT	As per slabs declared				
- Telephone / Mobile bill reimbursements	NT	As per slabs declared				
- Internet expenses	NT	As per slabs declared				
- Car running & maintenance exp reimbursements	NT	As per slabs declared				
Total Cash Components					553428	46119
Less: Deductions						
- Employee's Contribution to EPF Fund					21600	1800
- Employee's Contribution to ESI Fund @ 0.75%					0	0
- Professional Tax					2400	200
Total Deductions					2400	200
Net Pay					529428	44119
B NON-CASH COMPONENTS						
Company's contribution to EPF Fund		@ 12% on EPF Salary		Fixed	21600	1800
Company's contribution to ESIC Fund		@ 3.25% of TC component		NA	0	0
Gratuity		@ 15/26 on Basic + DA		Fixed	8039	670
Annual Bonus		@ 8.33% on Basic + DA		Fixed	13934	1161
GHI				Fixed	3000	250
Total Non-Cash Components					46573	3881
Cost to Company					600000	50000

1. GHI : is an annual, Non Cash Component
 2. Gratuity is 5 yearly component reflected annually in CTC
 3. Annual Bonus: Annual Component. Disbursed in the month of October. For details refer Annual Bonus Policy
- EPF & ESI contribution will depend on Monthly Paid Days.
EPF Contribution by Employee has be 12% of Gross Salary upto Rs. 15000

Note: CTC structure are subject to change & revision based on prevailing statutory laws of the country


Sapna Patwari
Director

Signature
Date: |

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