

Date: **December 19, 2021**

Associate Name : **NAVIN SHARMA**
Associate ID. : **703566**
Band : **U1**
Designation : **Associate-Customer Support**
Location : **TechM-Noida-Sector 64-A6**

Subject - Acceptance of Resignation

Dear **NAVIN SHARMA**,

We refer to the submission of your resignation from the services of the Company on **November 30, 2021**. This is to inform you that your resignation has been accepted subject to you, (i) compliance with the associate separation process prescribed by the Company (ii) return to the Company properties i.e. handbooks, manuals, notebooks, supplies, credit cards, key, disks, tapes, desktops, laptops, records, statistics, data and (iii) make the payment of all outstanding travel and other advances/dues to the Company on or before your last working day. Subject to the aforesaid conditions, you will be relieved from the services of the Company at the close of working hours on **December 29, 2021**.

We wish you the very best in all your future endeavors.

Yours sincerely,
For Tech Mahindra Limited



Dinesh Sherawat
Manager (Support) - Human Resource.

Note: In case of any query post exit, please write to exit.formalities@techmahindra.com

Date: June 24, 2022

Ref: BPS/HR/2022/703566

SERVICE LETTER

Name : **NAVIN SHARMA**
GID No : **703566**
Band : **U1**
Designation : **Associate-Customer Support**
Start date of Employment: **September 09, 2020**
Circle : **BSGDOM1**
Total cost to company : **INR 138065 P.A**
Last date of Employment: **December 29, 2021**

For Tech Mahindra Limited,



Prashant Gosi
Manager (Support) - Human Resource.

Note: In case of any query post exit, kindly raise a request in the Communicate section on the **ReMember Portal** (<https://remember.techmahindra.com/loginpages/loginnew.aspx>) after Login (register using your GID 5 or 6 digit Associate ID while at Tech Mahindra / Mahindra Satyam)

For verification of your employment related kindly reach via <https://exempverify.techmahindra.com/UserList.aspx>.

Date: June 24, 2022

Ref: BPS/HR/2022/703566

Name	:	NAVIN SHARMA
GID No	:	703566
Band	:	U1
Designation	:	Associate-Customer Support
Circle	:	BSGDOM1
Location	:	TechM-Noida-Sector 64-A6

Dear NAVIN SHARMA,

This has reference to your employment with Tech Mahindra.

Your Full and Final settlement has been completed and you are relieved from the services of our Company effective from the closing hours of **December 29, 2021**.

We wish you all the best in your future endeavours.

For Tech Mahindra Limited,



Prashant Gosi
Manager (Support) - Human Resource.

Note: In case of any query post exit, kindly raise a request in the Communicate section on the **ReMember Portal** (<https://remember.techmahindra.com/loginpages/loginnew.aspx>) after Login (register using your GID 5 or 6 digit Associate ID while at Tech Mahindra / Mahindra Satyam)

For verification of your employment related kindly reach via <https://exempverify.techmahindra.com/UserList.aspx>.

Employee Code	:	703566	Pay Period	:	01/09/2021 To 30/09/2021
Employee Name	:	NAVIN SHARMA	Hire Date	:	09/09/2020
Department	:	BPS India-Enterprise Business	Pay Entity	:	Tech Mahindra Limited
Employee Band	:	U1	Location	:	TechM-Noida-Sector 64-A6
Function	:	BSG	PAN	:	GRSPS0425Q
Sub Function	:	BSG-Ops	Bank	:	KOTAK
Calendar Days	:	30.00	Bank A/C No.	:	5645022882
LOP Days/Reversal Days:	0.00/ 0.00		Currency	:	INR
LOP Days Prior months:	0.00		Arrears Period	:	To
LOP Rev Days Prior months:	0.00		ESI Number	:	6719540470
Days Payable	:	30.00	PF Number	:	PUPUN00342240000804373
Onsite Salary Days	:	0.00	PF UAN Number	:	101610613563
Onsite Allow. Days	:	0.00	Leave Encashment Days:	0	
Public Holiday Allowance-Days:	0.00				

Description	Compn	Master	Adjustment	Arrears	Amount Paid	Remarks
Base Salary		2200.00	0.00	0.00	2200.00	
House Rent Allowance		1100.00	0.00	0.00	1100.00	
Personal Pay		6692.00	0.00	0.00	6692.00	
Extra Work		0.00	645.00	0.00	645.00	Double Day Allowance
Adv Stat Bonus (Monthly)		440.00	0.00	0.00	440.00	
Leave Encashment		0.00	0.00	0.00	0.00	
WFH Allowance		600.00	0.00	0.00	600.00	WFH Allowance
Total Earnings		11032.00	645.00	0.00	11677.00	

Deduction

Description	Amount	Adjustment	Arrears	Amount Recovered	Remarks
Provident Fund	0.00	0.00	0.00	264.00	
Employee State Insurance	0.00	0.00	0.00	84.00	
AWT Monthly Recovery	0.00	0.00	0.00	75.00	AWT Monthly Recovery
Total Deduction	0.00	0.00	0.00	423.00	

Pay Summary

Salary Computation	Gross Earning	Gross Deduction	Net Pay
	11677.00	423.00	11254.00

** Details of a Reconciled Variable Pay, if any paid, can be accessed through the link <https://paytoperf2.techmahindra.com>
 ** Details of LOP/LOP Reversal Days for prior months can be accessed through link
[MYBEAT>EASY>PACE>PACE-HR>Employee Self Service>Payroll and Compensation>India Pay>Reports>Payroll Inputs](#)

***** This is electronically generated document hence does not require a signature *****

Employee Code	:	703566	Pay Period	:	01/10/2021 To 31/10/2021
Employee Name	:	NAVIN SHARMA	Hire Date	:	09/09/2020
Department	:	BPS India-Enterprise Business	Pay Entity	:	Tech Mahindra Limited
Employee Band	:	U1	Location	:	TechM-Noida-Sector 64-A6
Function	:	BSG	PAN	:	GRSPS0425Q
Sub Function	:	BSG-Ops	Bank	:	KOTAK
Calendar Days	:	31.00	Bank A/C No.	:	5645022882
LOP Days/Reversal Days:	0.00/	0.00	Currency	:	INR
LOP Days Prior months:	0.00		Arrears Period	:	To
LOP Rev Days Prior months:	0.00		ESI Number	:	6719540470
Days Payable	:	31.00	PF Number	:	PUPUN00342240000804373
Onsite Salary Days	:	0.00	PF UAN Number	:	101610613563
Onsite Allow. Days	:	0.00	Leave Encashment Days:	0	
Public Holiday Allowance-Days:	0.00				

Description	Compn	Master	Adjustment	Arrears	Amount Paid	Remarks
Base Salary		2200.00	0.00	0.00	2200.00	
House Rent Allowance		1100.00	0.00	0.00	1100.00	
Personal Pay		6805.00	0.00	0.00	6805.00	
Adv Stat Bonus (Monthly)		440.00	0.00	0.00	440.00	
Leave Encashment		0.00	0.00	0.00	0.00	
WFH Allowance		600.00	0.00	0.00	600.00	WFH Allowance
Total Earnings		11145.00	0.00	0.00	11145.00	

Deduction

Description	Amount	Adjustment	Arrears	Amount Recovered	Remarks
Provident Fund	0.00	0.00	0.00	264.00	
Employee State Insurance	0.00	0.00	0.00	80.00	
AWT Monthly Recovery	0.00	0.00	0.00	75.00	AWT Monthly Recovery
Total Deduction	0.00	0.00	0.00	419.00	

Pay Summary

	Gross Earning	Gross Deduction	Net Pay
Salary Computation	11145.00	419.00	10726.00

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Employee Code	:	703566	Pay Period	:	01/11/2021 To 30/11/2021
Employee Name	:	NAVIN SHARMA	Hire Date	:	09/09/2020
Department	:	BPS India-Enterprise Business	Pay Entity	:	Tech Mahindra Limited
Employee Band	:	U1	Location	:	TechM-Noida-Sector 64-A6
Function	:	BSG	PAN	:	GRSPS0425Q
Sub Function	:	BSG-Ops	Bank	:	KOTAK
Calendar Days	:	30.00	Bank A/C No.	:	5645022882
LOP Days/Reversal Days:	0.00/ 0.00		Currency	:	INR
LOP Days Prior months:	0.00		Arrears Period	:	To
LOP Rev Days Prior months:	0.00		ESI Number	:	6719540470
Days Payable	:	30.00	PF Number	:	PUPUN00342240000804373
Onsite Salary Days	:	0.00	PF UAN Number	:	101610613563
Onsite Allow. Days	:	0.00	Leave Encashment Days:	0	
Public Holiday Allowance-Days:	0.00				

Description	Compn	Master	Adjustment	Arrears	Amount Paid	Remarks
Base Salary		2200.00	0.00	0.00	2200.00	
House Rent Allowance		1100.00	0.00	0.00	1100.00	
Personal Pay		6805.00	0.00	0.00	6805.00	
Extra Work		0.00	652.00	0.00	652.00	Double Day Allowance
Adv Stat Bonus (Monthly)		440.00	0.00	0.00	440.00	
Leave Encashment		0.00	0.00	0.00	0.00	
WFH Allowance		600.00	0.00	0.00	600.00	WFH Allowance
Total Earnings		11145.00	652.00	0.00	11797.00	

Deduction

Description	Amount	Adjustment	Arrears	Amount Recovered	Remarks
Provident Fund	0.00	0.00	0.00	264.00	
Employee State Insurance	0.00	0.00	0.00	84.00	
AWT Monthly Recovery	0.00	0.00	0.00	75.00	AWT Monthly Recovery
Total Deduction	0.00	0.00	0.00	423.00	

Pay Summary

Salary Computation	Gross Earning	Gross Deduction	Net Pay
	11797.00	423.00	11374.00

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