

Date : 29 August, 2023

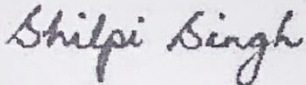
Employee No : 54116

TO WHOM SO EVER IT MAY CONCERN

This is to certify that Mr. Ahsan Ahmed Khan designated as "Management Trainee" was working in our organization from 15 November, 2022 to 06 July, 2023.

Mr. Ahsan Ahmed Khan resigned from services of his own volition and has been relieved from his duties effective close of working hours on 06 July, 2023.

For HDFC SALES



Authorized Signatory

August 18, 2023 4:58:48 PM

HDFC Sales
Full and Final Settlement

Employee Code 54116 Location GOM_GOMTI NAGAR Reference No 44844
Employee Name Ahsan Ahmed Khan Date of Joining 15-11-2022 F & F Date 31-08-2023
Designation MANAGEMENT TRAINEE Date of Leaving 06-07-2023 Grade MANAGEMENT TRAINEE

Dear Ahsan Ahmed Khan,

Please find below your full and final settlement of dues pertaining to your Retirement / Resignation letter dated 06-07-2023

Notice Days Recovered :

PARTICULARS	MASTER SALARY	SETTLEMENT AMOUNT
Earnings		
BASIC	12005.00	2324.00
HRA	2545.00	493.00
Leave Encashment for settlement	3802.00	3802.00
Total of Earnings :		6,619.00
Deductions		
PF	1440.60	279.00
ESI	110.00	21.00
Total of Deductions :		300.00
Salary Hold Details		
Total of Salary Hold :		0.00
Netpay :		6,319.00

Loan Recovery

Total of Loan : 0.00

Breakup for Leave Encashment

	Encashment days	Encashment Amount
PL2	9.50	3802.00
Total of Leave Encashment :	9.50	3,802.00

REMARKS :

PREPARED BY

Payment Details : Cheque / D.D.No.

CHECKED BY

Date :

APPROVED BY

I have received / paid the full and final settlement as above, for INR.6,319.00/- Indian rupee Six Thousand(s) Three Hundred Eighteen and Paise Ninety Nine Only further to my resignation and have no further dues from/to the Company. Received the Cheque and copy of this Final Settlement

****End of the Report****