

# Fwd: Confirmation of Last Working Day.



Inbox



Astha Mishra 6:15 pm  
to me ▾



----- Forwarded message -----

From: **Aasheesh Poonia** <[aasheesh.poonia@globallogic.com](mailto:aasheesh.poonia@globallogic.com)>

Date: Wed, Nov 12, 2025 at 11:55 PM

Subject: Re: Confirmation of Last Working Day.

To: Astha Mishra <[astha.mishra@globallogic.com](mailto:astha.mishra@globallogic.com)>

Confirmed. Your last working day will be 28th November, 2025. Kindly pay the NBO amount for 5 days as we discussed.

Regards,

**Aasheesh Poonia | Lead -  
Content Engineering**

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GlobalLogic | A Hitachi Group  
Company

<b>Name</b>	Asta Mishra			<b>Designation</b>	Associate Analyst	
<b>Employee Number</b>	2558349			<b>DOJ</b>	01/08/2024	
<b>Department</b>	Content Engineering			<b>Gender</b>	F	
<b>PAN Number</b>	FXOPM0516B			<b>Bank Name</b>	Axis Bank	
<b>PF Number</b>	APHYD0056474000/0000064406			<b>Account No.</b>	924010031953124	
<b>UAN Number</b>	102111905811			<b>Location</b>	GTL India - Gurgaon - SEZ	
<b>ESI Number</b>	6935153103			<b>LWP Days</b>	0	
<b>PRAN No.</b>				<b>Days Paid</b>	31	
<b>Pay Period</b>	AUGUST , 2025			<b>PLOP</b>	0	
<b>RLOP</b>	0			<b>Overtime Client</b>	0	
<b>LEAVE ENCASHMENT DAYS</b>	0					
<b>Overtime Days</b>	0					
<b>EARNINGS</b>	<b>CTC MASTER</b>	<b>AMOUNT</b>	<b>YTD</b>	<b>DEDUCTIONS</b>	<b>AMOUNT</b>	<b>YTD</b>
BASIC PAY	6,000	6,000	30,000	PROVIDENT FUND	720	3,600
HOUSE RENT ALLOWANCE	7,788	7,788	36,168	EMPLOYEE STATE INSURANCE	118	595
GRATUITY	0	0	0	LABOUR WELFARE FUND	34	161
INCENTIVE	0	0	2,902	MEDICAL INSURANCE	0	0
SHIFT ALLOWANCE	0	710	1,021	OTHER DEDUCTION	0	3032
STATUTORY BONUS	1,200	1,200	6,000			
EXGRATIA	0	1,957	2,814			
MBO BONUS	0	0	0			
LEAVE ENCASHMENT	0	0	0			
OT PAYMENT BY CLIENT	0	0	2,003			
OT PAYMENT	0	0	1,027			
HOLD SALARY	0	0				
SERVICE COMPENSATION PAYMENT	0	0	0			
<b>GROSS EARNINGS</b>	<b>14,988</b>	<b>17,655</b>	<b>81,935</b>	<b>GROSS DEDUCTION</b>	<b>872</b>	<b>7,388</b>
<b>NET PAY : 16,783</b>						
<b>REIMBURSEMENTS</b>				<b>AMOUNT</b>		<b>YTD</b>
FUEL T TAXABLE				0		0
<b>TOTAL REIMBURSEMENT</b>				<b>0</b>		<b>0</b>
<b>NET TRANSFER : 16,783</b>						
<b>IN WORDS</b>	<b>: Rupees Sixteen Thousand Seven Hundred and Eighty-Three Only</b>					

This is a computer generated document, hence no signature is required.

<b>Name</b>	Asta Mishra			<b>Designation</b>	Associate Analyst	
<b>Employee Number</b>	2558349			<b>DOJ</b>	01/08/2024	
<b>Department</b>	Content Engineering			<b>Gender</b>	F	
<b>PAN Number</b>	FXOPM0516B			<b>Bank Name</b>	Axis Bank	
<b>PF Number</b>	APHYD0056474000/0000064406			<b>Account No.</b>	924010031953124	
<b>UAN Number</b>	102111905811			<b>Location</b>	GTL India - Gurgaon - SEZ	
<b>ESI Number</b>	6935153103			<b>LWP Days</b>	0	
<b>PRAN No.</b>				<b>Days Paid</b>	30	
<b>Pay Period</b>	SEPTEMBER , 2025			<b>PLOP</b>	0	
<b>RLOP</b>	0			<b>Overtime Client</b>	2.27	
<b>LEAVE ENCASHMENT DAYS</b>	0					
<b>Overtime Days</b>	2.73					
<b>EARNINGS</b>	<b>CTC MASTER</b>	<b>AMOUNT</b>	<b>YTD</b>	<b>DEDUCTIONS</b>	<b>AMOUNT</b>	<b>YTD</b>
BASIC PAY	6,000	6,000	36,000	PROVIDENT FUND	720	4,320
HOUSE RENT ALLOWANCE	7,788	7,788	43,956	EMPLOYEE STATE INSURANCE	159	754
GRATUITY	0	0	0	LABOUR WELFARE FUND	34	195
INCENTIVE	0	0	2,902	MEDICAL INSURANCE	0	0
SHIFT ALLOWANCE	0	859	1,880	OTHER DEDUCTION	5,304	8336
STATUTORY BONUS	1,200	1,200	7,200			
EXGRATIA	0	1,526	4,340			
MBO BONUS	0	0	0			
LEAVE ENCASHMENT	0	0	0			
OT PAYMENT BY CLIENT	0	2,408	4,411			
OT PAYMENT	0	2,895	3,922			
HOLD SALARY	0	0				
SERVICE COMPENSATION PAYMENT	0	0	0			
<b>GROSS EARNINGS</b>	<b>14,988</b>	<b>22,676</b>	<b>104,611</b>	<b>GROSS DEDUCTION</b>	<b>6,217</b>	<b>13,605</b>
<b>NET PAY : 16,459</b>						
<b>REIMBURSEMENTS</b>				<b>AMOUNT</b>		<b>YTD</b>
FUEL/TAXABLE				0		0
<b>TOTAL REIMBURSEMENT</b>				<b>0</b>		<b>0</b>
<b>NET TRANSFER : 16,459</b>						
<b>IN WORDS</b>	<b>: Rupees Sixteen Thousand Four Hundred and Fifty-Nine Only</b>					

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<b>Name</b>	Asta Mishra			<b>Designation</b>	Associate Analyst	
<b>Employee Number</b>	2558349			<b>DOJ</b>	01/08/2024	
<b>Department</b>	Content Engineering			<b>Gender</b>	F	
<b>PAN Number</b>	FXOPM0516B			<b>Bank Name</b>	Axis Bank	
<b>PF Number</b>	APHYD0056474000/0000064406			<b>Account No.</b>	924010031953124	
<b>UAN Number</b>	102111905811			<b>Location</b>	GTL India - Gurgaon - SEZ	
<b>ESI Number</b>	6935153103			<b>LWP Days</b>	0	
<b>PRAN No.</b>				<b>Days Paid</b>	31	
<b>Pay Period</b>	OCTOBER , 2025			<b>PLOP</b>	0	
<b>RLOP</b>	0			<b>Overtime Client</b>	0	
<b>LEAVE ENCASHMENT DAYS</b>	0					
<b>Overtime Days</b>	0					
<b>EARNINGS</b>	<b>CTC MASTER</b>	<b>AMOUNT</b>	<b>YTD</b>	<b>DEDUCTIONS</b>	<b>AMOUNT</b>	<b>YTD</b>
BASIC PAY	6,000	6,000	42,000	PROVIDENT FUND	720	5,040
HOUSE RENT ALLOWANCE	7,788	7,788	51,744	EMPLOYEE STATE INSURANCE	123	877
GRATUITY	0	0	0	LABOUR WELFARE FUND	33	228
INCENTIVE	0	0	2,902	MEDICAL INSURANCE	0	0
SHIFT ALLOWANCE	0	1,383	3,263	OTHER DEDUCTION	0	8336
STATUTORY BONUS	1,200	1,200	8,400			
EXGRATIA	0	190	4,530			
MBO BONUS	0	0	0			
LEAVE ENCASHMENT	0	0	0			
OT PAYMENT BY CLIENT	0	0	4,411			
OT PAYMENT	0	0	3,922			
HOLD SALARY	0	0				
SERVICE COMPENSATION PAYMENT	0	0	0			
<b>GROSS EARNINGS</b>	<b>14,988</b>	<b>16,561</b>	<b>121,172</b>	<b>GROSS DEDUCTION</b>	<b>876</b>	<b>14,481</b>
<b>NET PAY : 15,685</b>						
<b>REIMBURSEMENTS</b>				<b>AMOUNT</b>		<b>YTD</b>
FUEL T TAXABLE				0		0
<b>TOTAL REIMBURSEMENT</b>				<b>0</b>		<b>0</b>
<b>NET TRANSFER : 15,685</b>						
<b>IN WORDS</b>	<b>: Rupees Fifteen Thousand Six Hundred and Eighty-Five Only</b>					

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