



Ref: HRD/2026/110445

February 05, 2026

**Mr. Pankaj Agarwal**  
**Emp ID: 110445**

**Dear Pankaj,**

This is to certify that you joined Provana India Private Limited on **March 20, 2025** at the time of leaving you were designated as **Associate - Specialized Legal Services - BPM Attorney Support**.

With reference to your resignation, please be apprised that you stand relieved from Provana India Private Limited with effect from **July 16, 2025**. This Relieving Letter is issued to you without prejudice to Company's rights, remedies and/or privileges against you.

Additionally, the issuance and acceptance of this letter states that there are no dues with either party at the date of issuances of this letter.

We wish you the best in all your future endeavors.

**For Provana India Private Limited**

A handwritten signature in black ink, appearing to be "Dipankar Kalita", written over a faint circular stamp.

**Dipankar Kalita**  
**Director – Human Capital**

Provana, LLC

801, Warrenton Road, Suite 250  
Lisle, Illinois 60532

[www.provana.com](http://www.provana.com)

**Provana India Pvt Limited**

CIN: U72900DL2011PTC216898  
A-32, Sector-2, Noida (UP) - 201301  
Reg. Off.: 55, 2nd Floor, Lane -2,  
Westend Marg Saidullajab,  
Near Saket Metro Station, Delhi 110030

**Provana India Pvt.Ltd**

55, 2nd Floor, Lane-2, Westend Marg Saidullajab,  
Near Saket Metro Station  
Delhi 110030

**PAYSLIP FOR THE MONTH OF MAY 2025**

|                       |  |                  |                             |                         |                  |            |  |
|-----------------------|--|------------------|-----------------------------|-------------------------|------------------|------------|--|
| CODE                  | 110445   | PAN              | CMAPA2641D                  |                         |                  |            |  |
| NAME                  | PANKAJ AGARWAL                                       | EPF NO.          | DS/SHD/0941063/20596        |                         |                  |            |  |
| FATHER/SPOUSE NAME    | SATISH AGARWAL                                       | UAN              | 102054175723                |                         |                  |            |  |
| DATE OF JOINING       | 20-Mar-2025  | MONTH DAYS       | 31                          |                         |                  |            |  |
| BANK                  | KOTAK BANK   | PAID DAYS        | 31                          |                         |                  |            |  |
| BANK A/C. NO.         | 5048139231   | TAX OPTION       | NEW TAX REGIME (U/S 115BAC) |                         |                  |            |  |
| IFSC                  | KKBK0000173  |                  |                             |                         |                  |            |  |
| LOCATION              | NOIDA  |                  |                             |                         |                  |            |  |
| DESIGNATION           | ASSOCIATE  |                  |                             |                         |                  |            |  |
| <b>EARNINGS</b>       |  |                  |                             | <b>DEDUCTIONS</b>       |                  |            |  |
| <b>DESCRIPTION</b>    | <b>ACTUAL</b>  | <b>EARNED</b>    | <b>YTD</b>                  | <b>DESCRIPTION</b>      | <b>DEDUCTION</b> | <b>YTD</b> |  |
| BASIC SALARY          | 15,817.00  | 15,817.00        | 31,370.00                   | PROVIDENT FUND          | 1,800.00         | 3,600.00   |  |
| HRA                   | 5,274.00   | 5,274.00         | 10,460.00                   |                         |                  |            |  |
| PERFO_JNCEN           | -  | 0.00             | 1,200.00                    |                         |                  |            |  |
| STATUTORY BONUS       | 2,709.00   | 2,709.00         | 5,373.00                    |                         |                  |            |  |
| <b>TOTAL EARNINGS</b> |  | <b>23,800.00</b> |                             | <b>TOTAL DEDUCTIONS</b> | <b>1,800.00</b>  |            |  |
| <b>NET PAY</b>        | <b>22,000.00 ( RUPEES TWENTY TWO THOUSAND ONLY )</b> |                  |                             |                         |                  |            |  |

**Provana India Pvt.Ltd**

55, 2nd Floor, Lane-2, Westend Marg Saidullajab,  
Near Saket Metro Station  
Delhi 110030

**INCOME TAX WORKSHEET FROM 01-APR-2025 TO 31-MAR-2026**

CODE **110445**  
EMPLOYEE NAME **PANKAJ AGARWAL**  
TAX OPTION **NEW TAX REGIME (U/S 115BAC)**

PAN **CMAPA2641D**  
JOINING DATE **20/03/2025**

| EARNINGS   |             |                   |                    | OTHER DETAILS & CALCULATIONS |
|--|-------------|-------------------|--------------------|------------------------------|
| DESCRIPTION  | GROSS       | EXEMPT            | TAXABLE            |                              |
| BASIC SALARY   | 1,89,540.00 |                   | 1,89,540.00        |                              |
| HRA  | 63,200.00   |                   | 63,200.00          |                              |
| PERFO_INCEN  | 1,200.00    |                   | 1,200.00           |                              |
| STATUTORY BONUS  | 32,463.00   |                   | 32,463.00          |                              |
| <b>GROSS SALARY</b>  |             |                   | <b>2,86,400.00</b> |                              |
| <b>DEDUCTIONS UNDER SECTION 16</b>                                   |             |                   |                    |                              |
| <b>LESS :</b>  |             |                   |                    |                              |
| STANDARD DEDUCTION   |             |                   | 75,000.00          |                              |
| TAXABLE GROSS SALARY   |             |                   | 2,11,400.00        |                              |
| <b>ADD :</b>   |             |                   |                    |                              |
| <b>LESS :</b>  |             |                   |                    |                              |
| TOTAL ELIGIBLE LOSS ON HOUSE PROPERTY                                |             |                   | 0.00               |                              |
| <b>DEDUCTIONS UNDER CHAPTER VI A</b>                                 |             |                   |                    |                              |
| <b>SECTION 80C , 80CCC AND 80CCD</b>                                 |             | <b>INVESTMENT</b> | <b>BENEFIT</b>     |                              |
| TOTAL OF INVESTMENT U/S 80C (PLEASE REFER ANNEXURE A)                |             | 21,600.00         | 0.00               |                              |
| <b>TOTAL DEDUCTIONS UNDER CHAPTER VI A (PLEASE REFER ANNEXURE A)</b> |             |                   |                    | <b>0.00</b>                  |
| <b>TAXABLE INCOME</b>  |             |                   | <b>2,11,400.00</b> |                              |
| TAX RATE FOR THIS MONTH  |             |                   | 0.00               |                              |
| INCOME TAX LIABILITY (refer detailed tax calculation below)          |             |                   | 0.00               |                              |
| HEALTH AND EDUCATION CESS  |             |                   | 0.00               |                              |
| TOTAL TAX PAYABLE  |             |                   | 0.00               |                              |
| TAX TO BE DEDUCTED   |             |                   | 0.00               |                              |
| TAX FOR THIS MONTH   |             |                   | 0.00               |                              |
| AVERAGE TAX PER MONTH  |             |                   | 0.00               |                              |

SLAB WISE TAX CALCULATION (NEW TAX REGIME (U/S 115BAC))

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| INCOME RANGE FROM | INCOME RANGE TO | TAXABLE INCOME | TAX RATE | TAX  |
|-------------------|-----------------|----------------|----------|------|
| 0.00              | 211400.00       | 211400.00      | 0.00     | 0.00 |

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|           |  |  |  |      |
|-----------|--|--|--|------|
| TOTAL TAX |  |  |  | 0.00 |
|-----------|--|--|--|------|

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**ANNEXURE A**

**DEDUCTIONS UNDER CHAPTER VI A**

| <b>SECTION 80C</b>                 | <b>CURRENT EMPLOYER AMOUNT</b> | <b>PREVIOUS EMPLOYER AMOUNT</b> | <b>TOTAL AMOUNT</b> |
|------------------------------------|--------------------------------|---------------------------------|---------------------|
| PF_VPF                             | 21,600.00                      | 0.00                            | 21,600.00           |
| <b>TOTAL OF INVESTMENT U/S 80C</b> |                                |                                 | <b>21,600.00</b>    |
| <b>DEDUCTION U/S 80C</b>           |                                |                                 | <b>0.00</b>         |

**OTHER SECTIONS UNDER CHAPTER VI A**

|  | <b>CURRENT EMPLOYER AMOUNT</b> | <b>PREVIOUS EMPLOYER AMOUNT</b> | <b>TOTAL AMOUNT</b> | <b>BENEFIT</b> |
|--|--------------------------------|---------------------------------|---------------------|----------------|
| <b>TOTAL DEDUCTIONS UNDER CHAPTER VI A</b> |                                |                                 |                     | <b>0.00</b>    |

**Provana India Pvt.Ltd**

55, 2nd Floor, Lane-2, Westend Marg Saidullajab,  
Near Saket Metro Station  
Delhi 110030

**PAYSLIP FOR THE MONTH OF JUNE 2025**

|                       |  |                  |                             |                         |                  |            |  |
|-----------------------|--|------------------|-----------------------------|-------------------------|------------------|------------|--|
| CODE                  | 110445   | PAN              | CMAPA2641D                  |                         |                  |            |  |
| NAME                  | PANKAJ AGARWAL   | EPF NO.          | DS/SHD/0941063/20596        |                         |                  |            |  |
| FATHER/SPOUSE NAME    | SATISH AGARWAL   | UAN              | 102054175723                |                         |                  |            |  |
| DATE OF JOINING       | 20-Mar-2025  | MONTH DAYS       | 30                          |                         |                  |            |  |
| BANK                  | KOTAK BANK   | LWP DAYS         | 8.5000                      |                         |                  |            |  |
| BANK A/C. NO.         | 5048139231   | PAID DAYS        | 21.5                        |                         |                  |            |  |
| IFSC                  | KKBK0000173  | TAX OPTION       | NEW TAX REGIME (U/S 115BAC) |                         |                  |            |  |
| LOCATION              | NOIDA  |                  |                             |                         |                  |            |  |
| DESIGNATION           | ASSOCIATE  |                  |                             |                         |                  |            |  |
| <b>EARNINGS</b>       |  |                  |                             | <b>DEDUCTIONS</b>       |                  |            |  |
| <b>DESCRIPTION</b>    | <b>ACTUAL</b>  | <b>EARNED</b>    | <b>YTD</b>                  | <b>DESCRIPTION</b>      | <b>DEDUCTION</b> | <b>YTD</b> |  |
| BASIC SALARY          | 15,817.00  | 11,336.00        | 42,706.00                   | PROVIDENT FUND          | 1,360.00         | 4,960.00   |  |
| HRA                   | 5,274.00   | 3,780.00         | 14,240.00                   |                         |                  |            |  |
| PERFO_INCEN           | -  | 0.00             | 1,200.00                    |                         |                  |            |  |
| STATUTORY BONUS       | 2,709.00   | 1,941.00         | 7,314.00                    |                         |                  |            |  |
| <b>TOTAL EARNINGS</b> |  | <b>17,057.00</b> |                             | <b>TOTAL DEDUCTIONS</b> | <b>1,360.00</b>  |            |  |
| <b>NET PAY</b>        | <b>15,697.00 ( RUPEES FIFTEEN THOUSAND SIX HUNDRED NINETY SEVEN ONLY )</b> |                  |                             |                         |                  |            |  |

**Provana India Pvt.Ltd**

55, 2nd Floor, Lane-2, Westend Marg Saidullajab,  
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Delhi 110030

**INCOME TAX WORKSHEET FROM 01-APR-2025 TO 31-MAR-2026**

CODE **110445**  
EMPLOYEE NAME **PANKAJ AGARWAL**  
TAX OPTION **NEW TAX REGIME (U/S 115BAC)**

PAN **CMAPA2641D**  
JOINING DATE **20/03/2025**

| EARNINGS   |             |                   |                    | OTHER DETAILS & CALCULATIONS |
|--|-------------|-------------------|--------------------|------------------------------|
| DESCRIPTION  | GROSS       | EXEMPT            | TAXABLE            |                              |
| BASIC SALARY   | 1,85,059.00 |                   | 1,85,059.00        |                              |
| HRA  | 61,706.00   |                   | 61,706.00          |                              |
| PERFO_INCEN  | 1,200.00    |                   | 1,200.00           |                              |
| STATUTORY BONUS  | 31,695.00   |                   | 31,695.00          |                              |
| <b>GROSS SALARY</b>  |             |                   | <b>2,79,660.00</b> |                              |
| <b>DEDUCTIONS UNDER SECTION 16</b>                                   |             |                   |                    |                              |
| <b>LESS :</b>  |             |                   |                    |                              |
| STANDARD DEDUCTION   |             |                   | 75,000.00          |                              |
| TAXABLE GROSS SALARY   |             |                   | 2,04,660.00        |                              |
| <b>ADD :</b>   |             |                   |                    | -                            |
| <b>LESS :</b>  |             |                   |                    |                              |
| TOTAL ELIGIBLE LOSS ON HOUSE PROPERTY                                |             |                   | 0.00               |                              |
| <b>DEDUCTIONS UNDER CHAPTER VI A</b>                                 |             |                   |                    |                              |
| <b>SECTION 80C , 80CCC AND 80CCD</b>                                 |             | <b>INVESTMENT</b> | <b>BENEFIT</b>     |                              |
| <b>TOTAL OF INVESTMENT U/S 80C (PLEASE REFER ANNEXURE A)</b>         |             | <b>21,160.00</b>  | <b>0.00</b>        |                              |
| <b>TOTAL DEDUCTIONS UNDER CHAPTER VI A (PLEASE REFER ANNEXURE A)</b> |             |                   |                    | <b>0.00</b>                  |
| <b>TAXABLE INCOME</b>  |             |                   | <b>2,04,660.00</b> |                              |
| TAX RATE FOR THIS MONTH  |             |                   | 0.00               |                              |
| INCOME TAX LIABILITY (refer detailed tax calculation below)          |             |                   | 0.00               |                              |
| HEALTH AND EDUCATION CESS  |             |                   | 0.00               |                              |
| TOTAL TAX PAYABLE  |             |                   | 0.00               |                              |
| TAX TO BE DEDUCTED   |             |                   | 0.00               |                              |
| TAX FOR THIS MONTH   |             |                   | 0.00               |                              |
| AVERAGE TAX PER MONTH  |             |                   | 0.00               |                              |

SLAB WISE TAX CALCULATION (NEW TAX REGIME (U/S 115BAC))

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| INCOME RANGE FROM | INCOME RANGE TO | TAXABLE INCOME | TAX RATE | TAX  |
|-------------------|-----------------|----------------|----------|------|
| 0.00              | 204660.00       | 204660.00      | 0.00     | 0.00 |

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|           |  |  |  |      |
|-----------|--|--|--|------|
| TOTAL TAX |  |  |  | 0.00 |
|-----------|--|--|--|------|

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**ANNEXURE A**

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**DEDUCTIONS UNDER CHAPTER VI A**

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| <b>SECTION 80C</b> | <b>CURRENT EMPLOYER<br/>AMOUNT</b> | <b>PREVIOUS EMPLOYER<br/>AMOUNT</b> | <b>TOTAL AMOUNT</b> |
|--------------------|------------------------------------|-------------------------------------|---------------------|
| PF_VPF             | 21,160.00                          | 0.00                                | 21,160.00           |

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|                                    |  |  |                  |
|------------------------------------|--|--|------------------|
| <b>TOTAL OF INVESTMENT U/S 80C</b> |  |  | <b>21,160.00</b> |
| <b>DEDUCTION U/S 80C</b>           |  |  | <b>0.00</b>      |

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**OTHER SECTIONS UNDER CHAPTER VI A**

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|  | <b>CURRENT EMPLOYER<br/>AMOUNT</b> | <b>PREVIOUS EMPLOYER<br/>AMOUNT</b> | <b>TOTAL AMOUNT</b> | <b>BENEFIT</b> |
|--|------------------------------------|-------------------------------------|---------------------|----------------|
| <b>TOTAL DEDUCTIONS UNDER CHAPTER VI A</b> |                                    |                                     |                     | <b>0.00</b>    |

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**Provana India Pvt.Ltd**

55, 2nd Floor, Lane-2, Westend Marg Saidullajab,  
Near Saket Metro Station  
Delhi 110030

**FULL AND FINAL SETTLEMENT  
JULY 2025**

|   |                |                      |                             |                         |                  |            |  |
|---|----------------|----------------------|-----------------------------|-------------------------|------------------|------------|--|
| CODE  | 110445         | PAN                  | CMAPA2641D                  |                         |                  |            |  |
| NAME  | PANKAJ AGARWAL | EPF NO.              | DS/SHD/0941063/20596        |                         |                  |            |  |
| FATHER/SPOUSE NAME  | SATISH AGARWAL | UAN                  | 102054175723                |                         |                  |            |  |
| DATE OF JOINING   | 20-Mar-2025    | MONTH DAYS           | 31                          |                         |                  |            |  |
| BANK  | KOTAK BANK     | LWP DAYS             | 22.5000                     |                         |                  |            |  |
| BANK A/C. NO.   | 5048139231     | PAID DAYS            | -6.5                        |                         |                  |            |  |
| IFSC  | KKBK0000173    | TAX OPTION           | NEW TAX REGIME (U/S 115BAC) |                         |                  |            |  |
| LOCATION  | NOIDA          | LEAVE ENCASH DAYS    | 2                           |                         |                  |            |  |
| DESIGNATION   | ASSOCIATE      | RESIGNATION DATE     | 16-Jul-2025                 |                         |                  |            |  |
|   |                | LEAVING DATE         | 16-Jul-2025                 |                         |                  |            |  |
|   |                | SETTLE DATE          | 31-Jul-2025                 |                         |                  |            |  |
|   |                | NOTICE SERVED (DAYS) | 0.0                         |                         |                  |            |  |
|   |                | DEDUCTION DAYS       | 0.0                         |                         |                  |            |  |
| <b>EARNINGS</b>   |                |                      |                             | <b>DEDUCTIONS</b>       |                  |            |  |
| <b>DESCRIPTION</b>  | <b>ACTUAL</b>  | <b>EARNED</b>        | <b>YTD</b>                  | <b>DESCRIPTION</b>      | <b>DEDUCTION</b> | <b>YTD</b> |  |
| BASIC SALARY  | 15,817.00      | -3,316.00            | 39,390.00                   | PROVIDENT FUND          | 0.00             | 4,960.00   |  |
| HRA   | 5,274.00       | -1,106.00            | 13,134.00                   |                         |                  |            |  |
| LEAVE-EN-CASHMENT   | -              | 1,054.00             | 1,054.00                    |                         |                  |            |  |
| PERFO_INCEN   | -              | 0.00                 | 1,200.00                    |                         |                  |            |  |
| STATUTORY BONUS   | 2,709.00       | -568.00              | 6,746.00                    |                         |                  |            |  |
| <b>TOTAL EARNINGS</b>   |                | <b>-3,936.00</b>     |                             | <b>TOTAL DEDUCTIONS</b> | <b>0.00</b>      |            |  |
| <b>NET PAY -3,936.00 ( RUPEES THREE THOUSAND NINE HUNDRED THIRTY SIX ONLY )</b> |                |                      |                             |                         |                  |            |  |

I PANKAJ AGARWAL acknowledge the receipt of my full and final dues from Provana India Pvt.Ltd and I have no further claims, dues or query pending.

Date \_\_\_\_\_

Signature \_\_\_\_\_

**Provana India Pvt.Ltd**

55, 2nd Floor, Lane-2, Westend Marg Saidullajab,  
Near Saket Metro Station  
Delhi 110030

**INCOME TAX WORKSHEET FROM 01-APR-2025 TO 16-JUL-2025**

CODE **110445**  
EMPLOYEE NAME **PANKAJ AGARWAL**  
TAX OPTION **NEW TAX REGIME (U/S 115BAC)**

PAN **CMAPA2641D**  
JOINING DATE **20/03/2025**

| EARNINGS   |           |                   |                  | OTHER DETAILS & CALCULATIONS |
|--|-----------|-------------------|------------------|------------------------------|
| DESCRIPTION  | GROSS     | EXEMPT            | TAXABLE          |                              |
| BASIC SALARY   | 39,390.00 |                   | 39,390.00        |                              |
| HRA  | 13,134.00 |                   | 13,134.00        |                              |
| LEAVE-EN-CASHMENT  | 1,054.00  |                   | 1,054.00         |                              |
| PERFO_INCEN  | 1,200.00  |                   | 1,200.00         |                              |
| STATUTORY BONUS  | 6,746.00  |                   | 6,746.00         |                              |
| <b>GROSS SALARY</b>  |           |                   | <b>61,520.00</b> |                              |
| <b>DEDUCTIONS UNDER SECTION 16</b>                                   |           |                   |                  |                              |
| <b>LESS :</b>  |           |                   |                  |                              |
| STANDARD DEDUCTION   |           |                   | 61,520.00        |                              |
| TAXABLE GROSS SALARY   |           |                   | 0.00             |                              |
| <b>ADD :</b>   |           |                   |                  |                              |
| <b>LESS :</b>  |           |                   |                  |                              |
| TOTAL ELIGIBLE LOSS ON HOUSE PROPERTY                                |           |                   | 0.00             |                              |
| <b>DEDUCTIONS UNDER CHAPTER VI A</b>                                 |           |                   |                  |                              |
| <b>SECTION 80C , 80CCC AND 80CCD</b>                                 |           | <b>INVESTMENT</b> | <b>BENEFIT</b>   |                              |
| <b>TOTAL OF INVESTMENT U/S 80C (PLEASE REFER ANNEXURE A)</b>         |           | <b>4,960.00</b>   | <b>0.00</b>      |                              |
| <b>TOTAL DEDUCTIONS UNDER CHAPTER VI A (PLEASE REFER ANNEXURE A)</b> |           |                   |                  | <b>0.00</b>                  |
| <b>TAXABLE INCOME</b>  |           |                   |                  | <b>0.00</b>                  |
| TAX RATE FOR THIS MONTH  |           |                   |                  | 0.00                         |
| INCOME TAX LIABILITY (refer detailed tax calculation below)          |           |                   |                  | 0.00                         |
| HEALTH AND EDUCATION CESS  |           |                   |                  | 0.00                         |
| TOTAL TAX PAYABLE  |           |                   |                  | 0.00                         |
| TAX TO BE DEDUCTED   |           |                   |                  | 0.00                         |
| <u>TAX FOR THIS MONTH</u>  |           |                   |                  | 0.00                         |
| AVERAGE TAX PER MONTH  |           |                   |                  | 0.00                         |

YOUR CALCULATION IS BASED ON THE ACTUAL PROOFS SUBMITTED BY YOU.

I PANKAJ AGARWAL acknowledge the receipt of my full and final dues from Provana India Pvt.Ltd and I have no further claims, dues or query pending.

Date \_\_\_\_\_

Signature \_\_\_\_\_

SLAB WISE TAX CALCULATION (NEW TAX REGIME (U/S 115BAC))

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| INCOME RANGE FROM | INCOME RANGE TO | TAXABLE INCOME | TAX RATE | TAX  |
|-------------------|-----------------|----------------|----------|------|
| 0.00              | 0.00            | 0.00           | 0.00     | 0.00 |

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|           |  |  |  |      |
|-----------|--|--|--|------|
| TOTAL TAX |  |  |  | 0.00 |
|-----------|--|--|--|------|

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**ANNEXURE A**

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**DEDUCTIONS UNDER CHAPTER VI A**

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| <b>SECTION 80C</b>                 | <b>CURRENT EMPLOYER<br/>AMOUNT</b> | <b>PREVIOUS EMPLOYER<br/>AMOUNT</b> | <b>TOTAL AMOUNT</b> |
|------------------------------------|------------------------------------|-------------------------------------|---------------------|
| PF_VPF                             | 4,960.00                           | 0.00                                | 4,960.00            |
| <b>TOTAL OF INVESTMENT U/S 80C</b> |                                    |                                     | <b>4,960.00</b>     |
| <b>DEDUCTION U/S 80C</b>           |                                    |                                     | <b>0.00</b>         |

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**OTHER SECTIONS UNDER CHAPTER VI A**

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|  | <b>CURRENT EMPLOYER<br/>AMOUNT</b> | <b>PREVIOUS EMPLOYER<br/>AMOUNT</b> | <b>TOTAL AMOUNT</b> | <b>BENEFIT</b> |
|--|------------------------------------|-------------------------------------|---------------------|----------------|
| <b>TOTAL DEDUCTIONS UNDER CHAPTER VI A</b> |                                    |                                     |                     | <b>0.00</b>    |

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