

CERTIFICATE

Name : **Mr. Himanshu Shastri**

Designation on Leaving : Asst. Jr. Engg.

Department : PSM

Period of employment : 16.08.2022 to 31.08.2023

Location : Ratlam

Reason for leaving : Trainee Period Completed

For **Ipca Laboratories Limited,**



Niraj Saxena
General Manager – Human Resources

Place : Ratlam
Date : 10.05.2024

SERVICE CERTIFICATE
TO WHOMSOEVER IT MAY CONCERN

Name : Mr. Himanshu Shastri
Designation on leaving : Jr. Officer
Department : PROCESS ENGINEERING
Period of employment : 01/09/2023 To 09/05/2024
Location : Ratlam
Reason for leaving : Resigned

For Ipca Laboratories Ltd



Niraj Saxena
General Manager - Human Resources

Place :- Ratlam

Date :- 10/05/2024

Ipca Laboratories Ltd.
www.ipca.com

P.O. Sejavta, Ratlam 457 001 (Madhya Pradesh), India | T: +91 7412 278000 / 278099
Regd. Office: 48, Kandivli Industrial Estate, Kandivli (West), Mumbai 400 067 (Maharashtra), India | T: +91 22 6647 4444
E: ipca@ipca.com CIN: L24239MH1949PLC007837

10th May, 2024

Mr. Himanshu Shastri
Emp.No : 039775

Dear Mr. Shastri,

Please refer to your letter dated 10th April, 2024 resigning from the services of the Company.

We hereby inform you that your resignation has been accepted and you will be relieved at the close of working hours, on 9th May, 2024, as requested. You may accordingly hand over necessary charge to your immediate superior.

Please note that, during the notice period, if you remain absent or avail any leave, the same will be considered as shortfall in notice. The notice pay of shortfall shall be deducted from your legal dues accordingly.

The full & final settlement of your legal dues shall be calculated and paid to you except Gratuity payable, if any, by the accounts Department, on receipt of No Dues Clearance Form.

If you are entitled for Gratuity payment, the same shall be paid separately by our Gratuity Trust directly.

We wish you all success in your future endeavour.

Yours faithfully,

For **Ipca Laboratories Ltd**



Niraj Saxena
General Manager - Human Resources

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Ipca Laboratories Ltd - Ratlam (API)
Payslip for the month of (April - 2024)

Name : Mr. HIMANSHU SHASTRI
Employee ID : 039775 **Grade :** O3
Department : PROCESS ENGINEERING
Designation : JR. OFFICER
PAN Number : HXAPS0257K **Aadhar Card No :** 822019986911
Contact No : 6261998321 **PF Number :** MP/UJJ/6693/1011809
UAN : 101857110245 **ESIC Number :** 1817170140

Leave	Absent	O.T Hours
0	2	8

Employee Salary Details: (Basic Rate - 7000)

Earnings	Amount	Deductions	Amount
BASIC	6533	PF	1114
BASIC *	233	PF *	40
HRA	3267	ESIC	89
HRA *	117	ESIC *	3
OT_ALL	350	PROF TAX	0
EDU ALL	280	BEN CON	200
EDU ALL *	10		
CNV ALL	1493		
CNV ALL *	53		
ADV AGST BONUS	560		
ADV AGST BONUS *	20		
Other Allowance	630		
Other Allowance *	23		
TEA ALL	420		
MED ALL	350		
MED ALL *	13		
Total Earnings :	14352	Total Deductions :	1446

Net Pay: Rs. 12,906.00

Rupees : Twelve Thousand Nine Hundred Six Only

Payment Details:



Ipca Laboratories Ltd - Ratlam (API)
Payslip for the month of (February - 2024)

Name : Mr. HIMANSHU SHASTRI
Employee ID : 039775 **Grade :** O3
Department : PROCESS ENGINEERING
Designation : JR. OFFICER
PAN Number : HXAPS0257K **Aadhar Card No :** 822019986911
Contact No : 6261998321 **PF Number :** MP/UJJ/6693/1011809
UAN : 101857110245 **ESIC Number :** 1817170140

Leave	Absent
0	2

Employee Salary Details: (Basic Rate - 7000)

Earnings	Amount	Deductions	Amount
BASIC	6533	PF	1008
HRA	2856	ESIC	76
EDU ALL	280	PROF TAX	0
CNV ALL	1493	BEN CON	200
ADV AGST BONUS	560		
TEA ALL	299		
MED ALL	93		
Total Earnings :	12114	Total Deductions :	1284

Net Pay: Rs. 10,830.00

Rupees : Ten Thousand Eight Hundred Thirty Only

Payment Details:

Mode	Bank Name	Account No.	Amount
NEFT	STATE BANK OF INDIA	41077566471	10,830

