



NEC CORPORATION INDIA PRIVATE LIMITED
(Formerly NEC Technologies India Private Limited)
CIN: U72300DL2006FTC151472
SEZ UNIT-II 4th, 5th & 6th Floor, Building-9,
IT/ ITES SEZ of Seaview Developers Pvt Ltd,
Plot No. 20 & 21, Sector-135, Noida-201301, U.P. India
Tel: +91 120 6615100, +91 120 6615600
Fax: +91 120 6615222
Website: <https://in.nec.com>

Official Copy

Ref. No. NEC India/2022/2612

31st January 2022

**Ms. Chaitali Shital Patil,
Noida**

Dear Chaitali,

With reference to your application and subsequent interview you had with us, we are pleased to make you an offer for a career with **NEC Corporation India Pvt. Limited**. Your initial assignment would be as **Graduate Engineer Trainee** and we would request you to join on or before **1st February 2022**.

1. Your compensation package would be as in **Annexure-I**. However, the structure of your compensation plan may be altered /changed from time to time in line with the Compensation policy and practices of the Company.
2. This offer is based on your being and remaining medically fit as per company's policy.
3. On the date of joining, please bring the following documents for verification/submission.
 1. **Originals and copies of your Educational Certificates.**
 2. **Relieving letter/experience certificates from your previous employer(s), if applicable.**
 3. **Four-passport size colored photographs.**
 4. **Original and copy of your passport.**
 5. **Salary certificate (salary slip for last 3 months) of previous employer.**
 6. **Other documents, if any**

Please sign and return to us the duplicate copy of this letter and Annexure as token of your acceptance.

Compensation including perquisites are subject to deduction of Income Tax as per the Income Tax Act.

The offer will stand null and void if there is any discrepancy during reference check or found to be negative.

With best wishes and looking forward to a mutually fruitful association,

**Yours Sincerely,
For NEC CORPORATION INDIA PVT. LIMITED**

**Kashish Daya Kapoor
Vice President - Human Resource**

Acceptance Signatory

Chaitali Shital Patil

Annexure I

COMPENSATION PLAN

NAME	Chaitali Shital Patil
Band	E0
Sub Band	E0.2
DESIGNATION	Graduate Trainee Engineer
W.E.F	1st February 2022
Monthly Components (in Rs.)	
Basic Salary	10000
House Rent Allowance / Company Leased Accommodation	6000
Statutory Bonus	4500
Conveyance Allowance	2000
Deployment Allowance / Performance Incentive **	3000
Flexi basket	0
Special Allowance	2803
TOTAL: Monthly Gross(A)	28303
Annualized Gross(B)	339636
Provident Fund	21600
Gratuity	5770
Food Subsidy	0
Insurance & Medical Benefits#	13000
TOTAL: Annual: (C)	40370
Variable Components (in Rs.)	
Performance Bonus	20000
Total: Variable Components per annum: (D)	20000
COST TO COMPANY - per annum (B)+ (C) + (D)	400006
* FLEXI BASKET DETAILS	Max Sub limits (p.a.)
Leave Travel Assistance / Allowance	0
TOTAL ANNUAL FLEXI BASKET	0
# INSURANCE & MEDICAL BENEFITS (in Rs.)	Max Sub limits (p.a.)
Domiciliary expenses reimbursement limit	10000
Hospitalization cost reimbursement limit	300000
Term life Insurance Cover	2500000
Disability cover due to accident (upto)	3000000
<i>Gratuity payable as per act</i>	
<i>All salary components are governed by the company policies and statutory guidelines.</i>	
<i>Variable Component- Performance Bonus will be paid twice a year on pro-rated basis , as per company alignment cycle. Organization performance pay-out will be based on various parameters including Individual, Organization and Business Performances. The Performance Bonus amount and its disbursal guidelines are on company discretion.</i>	



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Performance Bonus- PB disbursement will be as follows: For BAND E1 - 90% (individual performance) +10%(Organization performance), E2 - 80% (individual performance) +20%(Organization performance), E3 - 70%(individual performance) +30%(Organization performance).The Organization performance will be based on Top-line, Bottom-line & other factors.

Note: Any Personal Tax liability arising out of compensation will be borne solely by the employee.

Your compensation details are personal and strictly confidential only to you. This should not be shared with any person other than your reporting manager and HR

PS: Confidential not to be discussed with anyone except immediate superiors, HR & Finance Officials of NEC Corporation India Pvt. Ltd.

1. All salary components are governed by the company policies and statutory guidelines.
2. Any personal tax liability arising out of compensation will be borne solely by the employee.
3. Gratuity to be payable as per act
4. ** Payment will be governed by Deployment policy.
5. Year-end Performance Bonus is not payable on prorata basis in the event of employee leaving the organization prior to the completion of the performance review cycle.
6. Notice Buyout, if applicable, will be payable after submission of the appropriate documents (as specified by HR), it will remain as an advance for a period of two years (if you resign before completing 24 months in the organization, same will be recovered from your Full & Final settlement.

**Yours Sincerely,
For NEC CORPORATION INDIA PVT. LIMITED**

Acceptance Signatory

**Kashish Daya Kapoor
Vice President - Human Resources**

Chaitali Shital Patil



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Appointment Commitments	
Name	Chaitali Shital Patil
DOJ	1 st February 2022
Relevant Experience	Not applicable
Job Location	Noida
Probation Period	Employees Joining between April to September will be confirmed with review cycle effective 1st April next year. Employees Joining between October to March will be confirmed with review cycle effective 1st October
Designation	Graduate Engineer Trainee
Grade	E0.2

I hereby acknowledge that above mention details are correct to the best of my knowledge. Any communication related to package and terms of employment, which are not mentioned in the above offer letter, will stand null & void.

Yours Sincerely,

For NEC CORPORATION INDIA PVT. LIMITED

Acceptance Signatory

Kashish Daya Kapoor
Vice President - Human Resources

Chaitali Shital Patil