Birla Institute of Technology & Science, Pilani

Pilani | Dubai | Goa | Hyderabad

Ernest Samuel Ratnakumar J, Registrar

Ref. No.: HR/NTR/070919 **Date:** 12 September 2019

THROUGH EMAIL

Mr. Umanath
2nd Floor, F-212
Sector 36
Greater Noida Post Alpha-I
GREATER NOIDA (UP) – 201 310

Dear Mr. Umanath,

With reference to your application and subsequent interview held on 05-08-2019, this is to inform you that you have been appointed as **Technician**, Pilani Campus on a temporary basis for a period of one year from the date of joining your duty with a starting basic pay of **Rs. 25,500/-** per month in **Level 4** plus dearness allowance as per rules of the Institute. At the end of this period, your performance and progress would be reviewed and if the same are found satisfactory your appointment may be continued further.

If, by mutual agreement, your appointment is extended in future, your continuity of service and benefits accruing to you may be computed from the date of joining the present appointment, consistent with the Institute rules.

You will be governed by the service rules of the Institute for service benefits like medical reimbursement, fee benefit, Contributory Provident Fund @ 12%, Leave Travel Concession, Leave, etc. Your services shall normally be terminable on one month's notice on either side or one month's salary in lieu thereof. You may be transferred to any other campus of BITS Pilani, if need arises.

You will be entitled to full vacation of 30 days, if you serve for the whole academic year or a fraction thereof proportionate to your service in the academic year.

You will report to the HoD, Department of Mechanical Engg. or any other authority designated by the Institute. You are requested to sign a copy of this letter as token of your acceptance and send it back to the undersigned within two weeks of the date of this letter. Please submit the following at the time of joining:

1. Joining Report.
2. Copy of PAN and Aadhar Card
3. Attested copies of all Certificates, Diplomas or Degrees starting from High School/ Higher Secondary to the highest degree obtained.
4. Certificate of sound health and physical fitness from the Chief Medical Officer, BITS Medical Centre and,
5. Relieving Certificate from your present employer and experience certificate from previous employers.

If no information is received from you in time, it will be assumed that the offer is not acceptable to you.

Yours faithfully,

(Ernest Samuel Ratnakumar J)

COUNTERSIGNED

I accept the offer as per your above letter and I propose to join duty on _____.

Place: _____
Date : _____

Signature: _____
Name: Umanath

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Vidya Vihar
Pilani - 333 031
Rajasthan, India

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Birla Institute of Technology & Science, Pilani

Pilani Campus (**An Institution of Eminence**)

Dr. Ashish Gupta, Deputy Registrar

Ref No. REV/PSRN/P3580

Date: 23 February 2023

Mr. Umanath
Technician
Mechanical Engineering

Through: Proper Channel

Dear Mr. Umanath

We are pleased to inform you that, after considering the recommendations of the Committee charged with the task of a comprehensive review of non-teaching staff in the Institute, it has been decided to promote you to level **5** with a revised designation of **Senior Technician** w.e.f. 01-Jan-23.

Please be informed that your revised Basic Pay w. e. f. 01-Jan-23 will be Rs.29200 and your next increment will be due on 1-Jul-2023 and thereafter 1st of Jul every year

You will be governed by the service rules of the Institute as well as the following terms and conditions:

1. You will participate in the various routine and developmental tasks assigned to you by the institute, from time to time
2. Salary fixation in the new level has been done as per Office Order (Ref. No. S/1/3/) dated April 30, 2018
3. Other terms & conditions of your previous order of employment in the institute will remain the same.

In case of any clarifications, please contact your campus HR at hr.manager@pilani.bits-pilani.ac.in.

We appreciate your efforts in building the Institute and look forward to your continued contribution in achieving the Institute's goals. We wish you all the best in your performance in the upcoming years.

Yours sincerely,

(Dr. Ashish Gupta)

BIRLA INSTITUTE OF TECHNOLOGY & SCIENCE, PILANI

Enterprise Resource Planning (ERP)Division

INCOME TAX ESTIMATES

Financial Year : 2025-2026 31/03/2026

PSRN : P3580 DESIG : STCH Mechanical Engineering

Name : Umanath PAN : ADQPU5786Q **New Regime**

1. Monthly Total Gross Salary	: 50402		
2. Yearly Salary u/s17(1)			: 623743
- Gross Salary (Basic + DA + Arrears)	: 599628		
- Oth. Allowances (without PF)	: 24115		
3. Value of perquisites u/s17(2)			: 251821
- HR Perquisite	: 30827		
- Faculty/Staff Children Fee Waiver	: 215988		
- Medical Reimbursement Non Taxable	: 720		
- Medical Reimbursement Taxable	: 4286		
4. Gross Salary (2+3)			: 875564
5. - Allowance to the extent exempt u/s10			: 720
- Standard Deduction			: 75000
- Perquisite to the extent exempt under Rule 3A			: 720
6. Income Chargeable as "Salaries" (4-5)			: 799844
7. Additional Income			: 5000
- Income from Other Sources	: 5000		
8. Loss from House Property (u/s 24)			: 0
9. Gross Total Income (6+7-8)			: 804844
10. Deductions - Chapter VI-A	: 0		
11. Aggregate deductable amount u/s VI			: 0
(a) Aggregate Deductable Income u/s 80C	: 0		
(b) Amount deductable u/s 80D	: 0		
(c) Amount deductable u/s 80G	: 0		
12. Total Income (9 - 11)			: 804840
13. Tax on total income (less rebate/Marginal Relief u/s 87a upto Rs.60000)			: 0
14. Tax Payable and Surcharge there on			: 0
15. Health and Education Cess			: 0
16. Total Tax Payable (14 + 15)			: 0
(a) TDS (which is to be deducted from Employee)	: 0		
(b) Tax_Perk (Tax on Perks borne by Employer)	: 0		
17. Less Uptodate tax deducted from Salary			: 0
Less Uptodate tax paid by Employer Perk u/s 17(2)			: 0
18. Remaining tax payable			: 0
19. Monthly Tax deduction @ Rs.			: 0
Monthly Tax from employer perk u/s 17(2) @ Rs.			: 0