



Enriching Lives

**KIRLOSKAR OIL ENGINES LIMITED**

A Kirloskar Group Company

**Date: February 15, 2021**

**Mr. Rahul Gopal Satpute**  
**Employee Number: 703475**

We have received your resignation letter dated January 28, 2021. We accept your resignation and the last date of your services is February 15, 2021.

Please complete the clearance procedure and hand over any equipment or material to the concerned. Your full and final settlement and all formalities will be completed as per company policy and shall be communicated to you.

**For KIRLOSKAR OIL ENGINES LTD.**

**Dhiraj Jadhav**  
**General Manager – HR & IR**



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**SERVICE CERTIFICATE**

This is to certify that **Mr. Rahul Gopal Satpute** was working with us and his employment details are as follows.

Employee Number : 703475  
Department : QA-Process  
Designation : DET.Contract III nd Year  
Total Annually Earning : Rs. 284,222/- per annum  
Date of Appointment : January 02, 2017  
Date of Leaving : February 15, 2021  
Reason for Leaving : Resigned  
Provident Fund No : PU/KOL/0102356/000/0012373

He has been relived from the services of the company after completing the final settlement.

For KIRLOSKAR OIL ENGINES LTD.

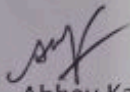
**Dhiraj Jadhav**  
General Manager – HR & IR

11 June, 2022

Service Certificate

Employee Name : Rahul Satpute  
Employee No. : 749247  
Date of Joining : 17 February, 2021  
Date of Leaving : 11 June, 2022  
Department : Quality Assurance  
Designation at the time of joining  
(as per the new grade structure) : Executive  
Grade at the time of joining  
(as per the new grade structure) : 1A  
Designation at the time of leaving : Executive  
Grade at the time of leaving : 1A  
Last Drawn Basic : Rs.10000/-p.m.  
CTC : Rs.375000/-p.a.  
UAN No : 101003250608  
Reason for Leaving : Resignation

For Suzuki Motor Gujarat Private Limited

  
Abhay Kapoor  
AVP - HR & Admin

Suzuki Motor Gujarat Pvt. Ltd.  
Block No. 334/335, Hansalpur, Nr. Becharaji, Gujarat  
Full & Final Settlement

Staff ID: 749247  
Emp. Name: Rahul Satpute  
Designation: Executive  
Grade: 1A  
11-Jun-22

DEPT: Quality Assurance  
DOJ: 17-Feb-21  
DOR: 17-Mar-22  
DOL: 11-Jun-22  
1.32

Payroll Month	Jun	Month Days	30	Total Days in FY 22-23	72	0	72	Unpaid days for fy year	1.32	
P	W	CU/SU/PL/CA	H	Total	LOP	Arrears Pay Day	Pre. Month deducted days	Notice Pay Days	Adjusted Leave	Sal. Notice Deduction Days
11				11.00				2	0	2

Salary Master	Per Month	Per Annum	Arrears	Salary	Payable Salary
Basic	10,000	1,20,000	-	3,667	3,667.00
HRA	5,000	60,000	-	1,833	1,833.00
Uni. Maint allow	1,500	18,000	-	550	550.00
Books & Periodical	500	6,000	-	183	183.00
Fuel Reimbursement	-	-	-	-	-
Medical	1,250	15,000	-	458	458.00
Balance Flexi	6,724	80,682	-	2,465	2,465.00
Conveyance	1,600	19,200	-	587	587.00
Child	-	-	-	-	-
<b>Gross Salary</b>	<b>26,574</b>	<b>3,18,882</b>	-	<b>9,743</b>	<b>9,743.00</b>
<b>Yearly Pay</b>					
LTC	833	9,996		1,972	1,972.00
Leave Encashment	23.0	-		7,667	7,667.00
Performance Pay-2022-23	90%	1,563	18,750	3,329	3,329.00
Retention Allow					-
Attendance Allow					-
<b>Total Earning</b>					<b>22,711.00</b>
<b>Net Payable Amount</b>					<b>19,812.00</b>

Deduction	Arrears Pay	Salary	Amount
Provident Fund	-	660.00	660.00
Prof Tax	-	200.00	200.00
LWF	-	6.00	6.00
Income Tax	-	-	-
VPF	-	-	-
Parents Medical	-	-	-
Notice Pay / Joining Bonus Recovery	-	-	-
Canteen	-	-	-
Transport	-	-	-
Vehicle Discount	-	-	-
Relocation Assistance	-	1,375.00	1,375.00
Shortfall in Notice Period	-	658.00	658.00
Other Deduction	-	-	-
Training Cost	-	-	-
Pay Advance Recovery	-	-	-
Uniform Deduction	-	-	-
<b>Total Deduction</b>			<b>2,899.00</b>
			<b>19,812.00</b>

Gratuity Calculation if Applicable					
Payment of Gratuity Will be paid Separately by NEFT from UC Trust Account					
Employer Contribution -NPS Payment					0

Unpaid wages	26,363.79
Amt. Deposited by Employee	
<b>Total Net Payable</b>	<b>46,175.75</b>

\*\* Income tax calculation is pending  
I have gone through the Full and Final settlement calculation and confirm that there is no more amount due from the Company.  
Any amount to be paid by me to SMG will be settled in totality before completion of my separation process.

*Rahul Satpute*  
11.06.2022  
Employee Signature