

UJJIVAN SMALL FINANCE BANK

Dear Zeenath,

Date: 02nd December 2019

Subject: Your Appointment in the Bank's Service

Congratulations on your selection in Ujjivan Small Finance Bank!

Further to the selection process undertaken by the Bank for the position of Officer – AML & KYC we are pleased to offer you appointment as **Officer – AML & KYC** subject to the below mentioned terms and conditions apart from other Service Rules and conditions that are applicable or may become applicable from time to time:

Position Offered	: Officer – AML & KYC
Grade	: UJJ-C
Compensation - Annual Fixed Pay (Please refer Annexure B for detailed compensation break up. In addition to the Annual Fixed Pay, you are entitled to Target Variable Pay (TVP) as detailed therein)	: INR 3,00,000/- (Rupees Three Lakh Only)
Period of Probation (Months)	: 3 Months
Place of Initial Posting	: Head Office, Bangalore
Reporting to	: Manager – AML & KYC
Date within which you should join the service of the Bank	: 2 nd December 2019

The position offered is provisional, subject to:

- You fulfilling the terms and conditions specified in Annexures A, B, C, D (D applicable only for female recruits) forming part of this offer letter (the contents in the said Annexures shall be deemed to have been incorporated in this offer letter),
- You fulfilling all eligibility criteria applicable for the position,
- You being found medically fit,
- You submitting the particulars specified in Annexure C hereunder,
- (If you are currently in the employment of any organization):
 - You submitting proper relieving letter and no due certificate issued by the current employer, and
 - Your Universal Account Number ('UAN') with the Employees' Provident Fund Organization compliant with Aadhaar particulars. If your existing UAN is not Aadhaar compliant and you shall not fall under the term Excluded Employee within the meaning of Employees' Provident Fund Scheme, 1952, you should make the UAN Aadhaar compliant before the date of joining.

On your date of joining, please report to Arun Birla Venkatachalam - Assistant Manager-Talent Acquisition at Head Office, Bangalore. Queries, if any, related to this offer letter may be addressed to:

Arun Birla Venkatachalam - Assistant Manager-Talent Acquisition at Head Office, Bangalore

If, due to any reasons, you are unable to join the service of the Bank on or before the date mentioned above, the communication in writing stating such reasons should be served on the Bank at least 7 (Seven) working days prior to the scheduled date of joining mentioned above. In the absence of such communication, this offer letter will be treated as revoked on the date mentioned above.

If the terms and conditions contained herein are acceptable to you, please convey your unconditional acceptance by signing the duplicate copy of this offer letter and sending the same to the undersigned so as to reach him/her on or before 2nd December 2019. If we do not receive your unconditional acceptance within the above mentioned date, this offer letter will be treated as withdrawn.

Welcome to Ujjivan Small Finance Bank Limited. Looking forward to a successful and significant association with you.

Yours sincerely,

For Ujjivan Small Finance Bank Limited,


Syama Vineeth

Manager – Talent Acquisition

Enc: Annexure A (Duties); Annexure B (Entitlements); Annexure C (Joining Documents)

I hereby unconditionally accept the offer and the terms and conditions.

Name: Zeenath

Signature:

Date:

Ujjivan Small Finance Bank Ltd.

Registered Office: Plot No. 2364/8, Khampur Raya Village, Shadi Kampur, Main Patel Road, New Delhi-110008.

Tel: +91 11 30432121, Fax: +91 11 30432111

Head Office: Grape Garden, No. 27, 3rd A Cross, 18th Main, Koramangala 6th Block, Bengaluru-560095.

Tel: +91 80 40712121, Fax: +91 80 4146 8700.

CIN: U65110DL2016PLC302481 | www.ujjivansfb.in | Ujjivan.bir@ujjivan.com

Annexure B

Compensation Break up			Amt in Rs.		
Name : Zeenath	Incentive Role : <input type="checkbox"/>	Grade : U33-C			
Designation : Officer - AML & KYC		Tier : 1			
Location : Bangalore		State : KARNATAKA			
Earnings	per month	per annum	Deductions*	per month	per annum
Basic	14,900	1,78,800	Provident fund	1,800	21,600
HRA	1,490	17,880	Professional Tax	-	-
Special Allowance	6,810	81,720	Health Insurance Premium Co-Share	100	1,200
COLA	-	-			
Total Earnings (A)	23,200	2,78,400	Total Deductions (B)	1,900	22,800
			Net Pay (C) = (A) - (B)	21,300	2,55,600
Retirals - Employer Contribution			*Income Tax as applicable, will be in addition to the deductions mentioned above		
Provident Fund	1,800	21,600	*Professional Tax applicable as per the state slab.		
Total Retirals (D)	1,800	21,600	*LWF applicable as per the state slab.		
Fixed Pay (E) = (A+D)	25,000	3,00,000			
Target Variable Pay (TVP) - (F)	2,778	33,336			
CTC = E + F	27,778	3,33,336			
<p>2. Group Personal Accident Insurance for self - upto INR 5 Lacs as per company policy</p> <p>3. Group Term Life Insurance for self - 3 times Annual Guaranteed Cash Component (GCC: Basic + HRA + Special Allowance) subject to a minimum 10 Lacs and maximum of 3 crore.</p> <p>4. Group Health Insurance - Coverage upto Rs. 3 Lacs (for self, spouse, two children and two parents/ parents in law) as per company policy, Rs. 100 recovery from salary towards employees co-share of premium</p> <p>5. Top up Policy- Voluntary benefit available. Employee paid coverage for increasing the base sum insured.</p> <p>6. Employee Deposit Linked Insurance - Statutory death benefit available as support to nominee/s, in case of the unfortunate event of death of employee. Linked to PF contribution and balance in PF account.</p>					
<p>Please note:</p> <p>Target Variable Pay:</p> <p>a. Incentives: The Bank allows for a pay out of incentives subject to a maximum cap of 70% of Yearly Fixed Pay in every financial year.</p> <p>b. Performance Bonus: For Bonus earning roles, the Bank is introducing a policy of paying performance bonus using 10% of Total CTC as a target for the bonus. This amount will be paid depending on achievement of the Bank's Profit after Tax Target. Individual pay-outs will be done based on performance rating. Target Variable Pay may vary as per the Performance Bonus Scheme. Performance Bonus will be paid in three tranches, i.e. 50%, 25% and 25% on completion of 1st, 2nd and 3rd year at the time of Annual Bonus pay-out.</p> <p>c. Statutory Bonus: Employees getting less than Rs.21000 per month as their salary are eligible for Statutory Bonus, paid on a monthly basis. This component is guided by Payment of Bonus Act, 1965. One Month's Basic or Minimum Bonus (Rs.7000) or Minimum Wages of the state will be paid, over and above CTC.</p> <p style="text-align: center;"><i>Details related to your compensation are strictly confidential.</i></p> <p>Please note that there could be additional tax liability arising out of any compensation change. You are required to provide details of your Investment as a Declaration under the Income Tax Act. Kindly contact HR for support.</p>					


Syama Vineeth
 Manager - Talent Acquisition

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