

**FACT
CORPORATE OFFICE**

GM(HR&A)-CO-170

6.9.2024

ALL CONCERNED

Sub: Payment of PRP for the year 2022-23 in accordance with PRP Scheme for Managerial employees / Workmen Performance Scheme as per Memorandum of Settlement dt. 9.8.2024, to eligible ex-employees separated from service on or after 1.4.2022.

The Scheme for payment of Performance Related Pay for Managerial Personnel was announced vide GM(HR&A)-CO-360 dt 11.12.2023 and Workmen Performance Scheme, effectuated through the Memorandum of Settlement signed on 09.08.2024.

PRP amount for the Financial Year 2022-2023 as per the respective Schemes due to eligible ex-employees, who were in service during the period 01.04.2022 to 31.03.2023 will be released as per the terms of the Schemes by electronic credit directly to their bank accounts. Towards this, they are requested to submit application using the link provided in FACT website www.fact.co.in. After online submission, the application is to be printed, signed and thereafter sent to HR Department along with Life Certificate (from a Gazetted Officer / a serving Officer in the level of DGM and above at FACT, in the format made available in the website), in the following address :

Assistant General Manager (HR)
Human Resources Department
FACT Ltd
Udyogamandal - 683 501

In case the bank account given in the Application Form is not the same as to which the last monthly salary at FACT was credited, (i) self-attested copies of cancelled cheque or copy of the face sheet of bank account/bank statement, (ii) PAN Card and (iii) Aadhar card are additionally to be enclosed with the application.

In the case of ex employees who were eligible and died while in service or died after separation from service, the eligible amount will be paid to nominee(s) as per Payment of Gratuity Act OR in case nomination is not available, to the legal heirs, in accordance with the Scheme. Towards this, the nominee(s) OR legal heirs are to submit application along with death certificate of the ex-employee. They shall be required to submit to HR Department separately, relevant documents such as (i) bank account details, (ii) self-attested copies of cancelled cheque / copy of the face sheet of bank account / bank statement, (iii) PAN Card and (iv) Aadhaar card of each of the nominees/legal heirs, (v) legal heirship certificate/certificate of administration, as applicable. HR Department may be contacted for further assistance on this on 0484 256 8772 / 0484 256 8810.

Payments will be subject to relevant Income Tax Rules & other statutory regulations, and will be made from 12.9.2024 onwards.

Note : PRP for 2022-23 having been finalized, any difference in payments already made against PRP to the serving employees, will be adjusted and settled along with the salary payable for the month of September 2024.


Maria Varghese
GM(HR&A)

(Hindi version follows)