

# GIL CONNECT

eNewsletter of Gujarat Infotech Limited



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## From the Chairman's Desk



I am extremely happy that Gujarat Infotech Ltd is launching its Quarterly Newsletter "GIL Connect" on an auspicious day of the Rath Yatra, the same landmark day on which the GIL has started its corporate journey in the year 1991 under the popular name of JAMSAB.

I am sure that, true to the culture of our company, each and every employee will get associated with GIL Connect, as its name itself suggests, and will make it a channel to connect with each other and stay informed and connected. I am confident that GIL Connect will go a long way in dissemination of information and strengthening the fraternity.

I take this opportunity to compliment the editorial team for taking the pain of traversing the unknown terrain of writing and editing.

I wish all the best for the endeavours.

M A PATEL  
(Chairman)

# GIL SERVICES & PRODUCTS



**Software Development**

**e-Governance**

**UIDAI (Aadhar Card)**

**Financial Inclusion**

**Digitization**

**IT Solution / Service to  
Govt.**

**Networking (LAN and WAN)**

**Facility Management**

**Turnkey Projects**

**Data Entry & Data Processing**

**Mobile Applications**

**Training (Corporate/ Individual)**

**NPS**



# About In-house Newsletter In Brief :

**What is an In-house Newsletter?**

**What are the objectives?**

**Who drives it?**

**How is it compiled?**

On the maiden issue of GIL Connect, the in-house newsletter of Gujarat Infotech Ltd, it will be in fitness of things to brief the reader about the newsletter.

### **What is an In-house Newsletter?**

It is an informal channel of communication between the employer and employees sharing their concerns, news and views on various issues and interests, generally touching the topics of direct concern. The In-house Newsletter is also known as In-house Journal or In-house Magazine. Its target audience is primarily employees but at times it also reaches out to Company's clients, vendors, customers, share holders, Govt Offices, public libraries, NGOs, etc. It can also be uploaded on website or social media. Its publishing frequency ranges from Weekly to Quarterly. It is generally delivered in the form of a printed hardcopy format but now a days email is replacing the hardcopy.

### **What are the objectives?**

The basic purpose for the management is to keep the employees informed about the important products, services and developments within the Company and industry in which the Company operates. This helps in keeping the employees "engaged" with the Company beyond their job role. It also keeps the employees informed. Engaged and informed employees are more effective than other employees. It also fosters sense of "belonging". It is an

effective two-way communication channel. It also provides a platform for employees and their family members to share their own talent which might not come out in absence of such platform. The newsletter is a tool to showcase the values the Company cherishes and also the philanthropic activities it carries out as responsible Corporate Citizen. This improves the visibility and brand image of the Company.

### **Who drives it?**

Ideally, In-House newsletter should be a publication by the employees, for employees and of the employees, co-ordinated and funded by the Company. In practice, and for good reasons, the management plays leading role in each step of the publication of the Newsletter with conscious efforts to make and keep the employees involved in each step of publication of the Newsletter. The real beauty of an in-house newsletter is the full of involvement of the employees in contributing the content, read it with sense of purpose and give frank feedback on the content with constructive suggestions to enrich the Newsletter.

### **How is it compiled?**

Most conspicuous input is a message from the Chairman of the Company. The message usually delves upon the challenges before the Company and exhorts the employees to rise to the occasion and cope up with the challenges. As stated above, real strength of

the newsletter is the contribution of the content from the employees of the Company. The contribution is vetted by the subject-matter expert for its factual veracity and also proofread by a linguist expert who has keen eyes to find out the undotted i's and uncrossed t's.

Task ahead:

A long journey starts with a small step. Well begun is half done. It is expected that each employee will take interest in contributing the content for the Newsletter. If you have something to share, do not hesitate to write for the Newsletter. If you are weak in writing skill, do not worry. We will take care of it. Every person has story to tell. A detailed email will be sent to each employees about the topics on which they can write. We are committed to take the GIL Connect to newer heights with your support.

Good Luck.

**G N Patel**  
(General Manager)

# BUDGET

## Brief Understanding of Interim Budget and Full Budget

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### Content:

New Finance Minister Nirmala Sitharaman presents her first budget on July 05, 2019 for the fiscal year ending March 2020.

### Difference between Interim Budget and Full Budget

Interim Budget is only about the ruling government's Income & Expenses made during last year and also to seek parliament nod for the expenses proposed to be made in next few months. A full Budget on the other hand is a full annual budget and will include the report card for the last year, Income and Expenses to be made in the next financial year through taxes and welfare measures.

### Time gap between Interim and full budget

If it is an election year, the ruling government presents Interim Budget and the full budget is presented only after the new Government is sworn in. Usually, the time gap between the two does not exceed six months.

Keyur Patel (C.A)  
(Manager-Accounts)

## Pre-cautionary Monsoon Tips for health and personal safety:

After the experience of sweltering heat for the past 3-4 months, now, rainy season is round-the-corner for which we have to take care of ourselves with the following essential pre-cautionary Monsoon Tips and some of them are:

- Diseases in the rainy season are mostly water-borne so make sure you only drink water that is filtered or boiled.
- Try to avoid consuming favourite & common street food.
- Before consuming, raw vegetables & fruits should be washed and cleaned thoroughly.
- Taking herbal teas during this time is very good idea.
- Always carry rain coats, umbrellas and water proof covers for your mobile units. If your mobile is wet, please don't try to charge immediately till it is completely dry.
- Walking in rain water makes you prone to a host of viral diseases such as fungal infections at the feet & nails.
- Also, if your feet get wet, dry them immediately and do not stay in wet socks or shoes.
- If your clothes are wet, do not sit in an AC environment and change them immediately.
- Keeping an extra pair of clothes and footwear in the office is a good idea and try to wear rainy shoes and avoid leather shoes.
- Try to keep in-door planters as much as dry at home and not to accumulate water in the planters.
- Always carry a mosquito repellent and apply on your skin, as and when required.
- We must take a dose of anti-malaria, anti-swine flu drugs with the consultation of Family Physician, as a pre-cautionary measure.
- Take Vitamin C & B to boost your immunity.
- Eye infections like conjunctivitis, and corneal ulcers are common during monsoons time.
- Try to avoid touching eyes especially with dirty hands.
- Consult Doctor immediately, if we experience redness, itching or irritation, in our eyes, after spending a considerable hours in front of a screen viz. mobile units, television, desk tops, and laptop, etc.
- While driving on two wheeler, please drive slowly and in some places it may skid due to oil spilling, mud & water logging.
- While driving on four wheeler, in water logging areas, don't stop the vehicle in middle of the road and drive slowly in 1st or 2nd gear.
- Don't stand near the trees and also don't park the vehicles as sometimes due to heavy rains the tree may fall on us / vehicles.
- We should not touch electrical poles and un-attended wires and it may lead to electrical shocks.
- At home, keep all the essential things at one place and it should be easily accessible to all, as electrical connection may go off because of wheavy rains / thundering.



Wish you all a very happy Monsoon days and enjoy them with utmost care. These tips are applicable not only for us but also for our family members, friends, etc.



K Venkataramani  
(Manager – Process and Control)

## Coverage, Benefits & Amendments

### Employees' Provident Fund (EPF)

The Employees' Provident Fund (EPF) scheme basically aims at promoting savings for post-retirement financial security of the employees. It is an accumulation of contributions by the employee and his employer on a monthly basis. As per Supreme Court Order now employer and employee contribute 12% employee's salary (basic + dearness allowance + other allowances except HRA) to the EPF. These contributions earn a fixed rate of interest fixed by the EPFO. The amount of interest to be received on the deposit along with the total accumulated amount is tax-free on its withdrawal/payment.



#### EPF Coverage &

#### Contribution Rates:

1. The employees whose monthly wages are Rs. 15000/- or less are eligible under the scheme.
2. The employee can contribute at a higher rate than the minimum stipulated rate are but the employer is not under any obligation to contribute any amount on such higher rate.
3. To contribute on higher wages, a joint request from Employee and employer is required [Para 26(6)] of EPF Scheme]. In such case employer has to pay administrative charges on the higher wages (wages above 15000/-).
4. For an International Worker, wage ceiling of 15000/- is not applicable.

#### EPF Benefits:

1. Accumulation plus interest upon Retirement, Resignation, Death. Partial withdrawals allowed for specific expenses such as house construction, higher education, marriage, illness etc.
2. Partial withdrawals allowed for specific purposes such as house construction, higher education, marriage, illness etc.

#### Employees' Pension Scheme

#### (EPS) Benefits:

1. Monthly benefits for super annuation/retirement, disability, survivor, widow(er), children.
2. Amount of pension based on average salary during the preceding 12 months from the date of exit and total years of employment.

3. Minimum pension on disablement.

#### Employees Deposit Linked Insurance Scheme

#### (EDLI) Benefits:

1. EDLI is a part of the EPF where family members of an active member get insurance of his/her death.
2. The claim amount under ELDI is 30 times the average monthly salary in the past 12 months subject to a maximum of 6 lakh (4.5 lakh basic + 1.5 lakh bonus).

For More Information click on link <https://www.paisabazaar.com/saving-schemes/employees-deposit-linked-insurance-scheme-edli/>

<b>Contribution Rates</b>				
<b>Contribution By</b>	<b>EPF</b>	<b>EPS</b>	<b>EDLI</b>	<b>PF Admin Charges</b>
Employee	12%	-	-	-
Employer	3.67%	8.33%	0.5%	0.5%

## Social Security Benefits of ESIC:

The following benefits are provided under section 46.

- Medical benefit
- Sickness benefit
- Maternity benefit
- Disablement benefit
- Dependents benefit
- Funeral expenses
- Others Benefits



## Employees' State Insurance(ESI)

ESI (Employee State Insurance) is a self-financing scheme that caters to the social security and health insurance needs of the employees. The fund is regulated by the ESI Act, 1948, and is administered by the Employees State Insurance Corporation (ESIC), which is an autonomous body that was statutorily formed by the Ministry of Labour and Employment, Government of India.

The scheme would be funded by both the employer and the employee, which would be remitted into the Employees State Insurance Fund.

## ESI Benefits:

### 1)Un-Employment Allowance:

ESIC Provides monthly cash allowance for a duration of maximum 24 months in case of involuntary loss of employment or permanent invalidity due to non-employment injury.

### 2)Dependents Benefit:

ESIC provides monthly payment apportioned among dependants in case of death due to employment injury.

### 3)Disablement:

ESIC provides continuous monthly payment till injury lasts for temporary disablement and for whole life for permanent disablement.

### 4)Maternity:

ESIC provides 100% of average

daily wages in cash up to 26 weeks in confinement and 6 week in case of miscarriage, during maternity leave and 12 weeks for commissioning mother and adopting mother.

### 5)Sickness:

ESIC provides 70% of average daily wages in cash during medical leave, up to 91 days in two consecutive benefit periods.

### 6)Medical Benefit:

ESIC provides reasonable Medical Care for self and family from day one of entering into insurable employment.

## ESI Coverage & Contribution Rates:

The wage ceiling of coverage was also enhanced from Rs. 15,000/- per month to Rs. 21,000/-from 01.01.2017.

Govt. has notified to reduce the rates of ESI Contribution by Employers (from 4.75% to 3.25%) and by Employees (from 1.75% to 0.75%). The changed / revised rates of ESI contribution shall be applicable W.E.F. 1 July 2019.

Nirali Mehta  
(Manager – HR)

ESIC Contribution	Existing Rate (%)	Revised Rate (%)
Employer's Share	4.75	3.25
Employee Share	1.75	0.75
<b>Total ESI Contribution</b>	<b>6.50</b>	<b>4.00</b>

# Activity Corner :

## Donation of clothes to slum dwellers :



As a part of Corporate Social Responsibility ( CSR ) activity, GIL runs Radhakrishna Sadbhavna Trust. Under the aegis of the Trust, clothes were distributed to slum dwellers.

## Yoga Photos :



On the eve of International Yoga Day ( 21/06/2019 ), Our staff members also participated in Yoga exercises.

# Activity Corner :

## Vibrant Gujarat Summit 2019

The Government of Gujarat is credited with initiating the concept of convening the Summit of reputed industrialists and entrepreneurs to promote new businesses in the State. Our company also participated in the seventh edition of the summit convened during January 2019.



Our M.D Shri Alpesh Patel & his family members and staff members at the event of Vibrant Gujarat 2019.

# IPS Dental Event at Visnagar (Gujarat), 07th April 2019 :



Dentist Summit was organised in April 2019. The event was managed by our company.



# Birthday Celebration :



GIL has a tradition of celebrating birthday of it's staff members.

## **GOLDEN OPPORTUNITY FOR EDUCATED UNEMPLOYED YOUTH**

Join GST Account Assistant Training Course under Prime Minister's Kaushalya Vikas Yojana (PMKVY) and get a job.

The salient features of the PMKVY are as under:

**Eligibility to join:**

B.Com./M. Com./BBA/MBA with commerce stream  
(Minimum 50%)

**Age:** 18 to 35 years

**Course duration:** 1.5 Month

**Venue (Place):** JAMSAB Computers, Ankur Char Rasta,  
Naranpura, Ahmedabad.

**Course Fee :** Free

**Selection Process :** Written Test and Interview

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