## Instruction for downloading Pay slip from UPPCL website

- ➤ Enter employee code in the employee code box preceding with "EN" or "en"
- Enter Audit no. in audit no box.
- > Press enter key.
- ➤ All the pay slip containing information regarding despatch no. and despatch date will be visible. Please click the pay slip no. which is required.
- Download the pay slip and take print out, if required, for further necessary action.
- **Example:** For Engineer Cadre

Name:- Deepak mishra,Post-EE ID:- 2015230 and Audit :- D-525
Enter EN2015230/en2015230 in employee code box.
Enter D525/d525 in Audit no box.

Press enter key and all the pay slip uploaded will be displayed.

## **Example:** For Account Cadre

Name:- Deepak mishra, Post-AO ID no.:- NA and Audit no :- D-525 Put Blank employee code box.

Enter **D525/d525** in Audit no box.

Press enter key and all the pay slip uploaded will be displayed