

ISS/HRD/INC/62

August 20, 2024

To,

Avani Vasani

Employee ID: ISS0520

Salary Increment Notification - PRIVATE & CONFIDENTIAL

Dear **Avani**,

I am delighted to extend our congratulations and gratitude for your significant contributions towards the achievement of our company's goals. Your dedication and hard work have not gone unnoticed, and we are confident in your continued excellence and growth within Infosense Services.

Following a comprehensive review of your performance for the previous year, we are excited to announce an adjustment to your compensation. Effective from **July 01, 2024**, your revised annual Cost to Company (CTC) will be **Rs. 370000 (Rupees Three Lakh seventy thousand)**. Please find the detailed breakdown of your revised compensation package in the attached Annexure A.

Terms and Conditions:

- **Appraisal Amount:** This adjustment in your compensation reflects our appreciation of your performance, in alignment with our company policies and other pertinent considerations.
- **Confidentiality:** We emphasize the personal nature of this information. Your compensation package is confidential and should not be discussed or disclosed outside of conversations with your departmental head or HR. Breaching this confidentiality will be considered a violation of our agreement.
- **Resignation Clause:** If you decide to resign \ leave the company within 3 months from the date of acceptance of revision in compensation or from the date of effective increment, whichever is later, any increase in compensation in your Favor by the company will be rolled back from the effective date of increment at the time of settlement of final dues. All applicable taxes will be deducted as per government laws.

By accepting this letter, you affirm your understanding, agreement, and compliance with all terms, conditions, and policies herein, including but not limited to the Information Security & Acceptable Use Policy and the Employee Handbook, which may be updated from time to time

For Infosense Services,



Devang Patel

Executive Leader

Annexure A - Detailed Compensation Breakdown

Components	Monthly	Yearly
Basic	15020	180240
HRA	6008	72096
Transport Allowance	1800	21600
Education Allowance	0	0
Professional Development	0	0
Leave Travel Assistance	0	0
Mobile & Internet Allowance	1000	12000
Meal Coupons	0	0
Personal Allowance/ Basket Allowance	3231	38774
Gross Salary	27059	324710
Employer Contributions		
Employers' Contribution - Provident Fund	1800	21600
Employers' Contribution - ESIC	0	0
Statutory Bonus	1252	15020
Gratuity*	722	8670
Total Compensation & Benefits	30833	370000
Deductions		
Employee Contribution - Provident Fund	1800	21600
Employee Contribution - ESIC	0	0
Meal Coupons	0	0
Professional Tax	200	2400
Total Deductions	2000	24000
Mediclaim	0	0
Net Pay	26311	315730

Note: Your compensation package includes statutory deductions and benefits, subject to change. Infosense Services reserves the right to amend, suspend, or modify compensation terms at its discretion. Deductions for taxes, meal allowances, and corporate health insurance premiums will apply based on existing regulations and individual selections.

Employee Acknowledgment:

I, Avani Vasani hereby acknowledge my acceptance of the revised compensation package as detailed above and in Annexure A. I am committed to continuing my contributions to the success of Infosense Services with dedication and excellence.

Signature: _____

Date: _____