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**22<sup>nd</sup> Feb 2016**

Dear Moole,

Congratulations on a successful 2015. Thanks to the hard work put in by all team members, we have had a great start to achieving our 2X2 objectives. We achieved our growth targets for the year and also added several marquee clients. We have become the partner of choice in several practices and in others are on a strong trajectory to reach such market position.

We have continued to add talented people to our organization, and worked on increasing our efficiency, enhancing the Tavant experience for our customers and strengthening our organization financially. You have supported these goals and contributed to every success the organization has enjoyed. I congratulate you on your performance and look forward to your continued contribution.

Based on the performance evaluation process that was carried out across the company your final rating for the year 2015 is **"Attains+"**.

In keeping with Tavant's compensation philosophy of being competitive in the industry, we are pleased to announce that you will receive an increment of **INR 31,534**.

As a result, effective January 1, 2016, your final revised CTC will be **INR 931,534** per annum. Please see Annexure-1 for more details.

Please note that your compensation package is unique to you and not for comparison with other employees of the company. Tavant discourages and will take appropriate disciplinary action in cases where this is not followed. Please feel free to approach your manager or the HR Department, if you seek any clarification.

We wish you continued success in all your endeavors!

Best Regards,



**Sarvesh Mahesh**  
CEO

## ANNEXURE – 1

The following table outlines the break-up of your compensation structure

<b>Designation</b>	Senior Software Engineer
<b>Level / Band</b>	Associate Professional - Band 2
<b>TOTAL REMUNERATION BREAKUP</b>	
<b>SALARY COMPONENTS</b>	<b>ANNUAL</b>
	(In Rs.)
Basic	465,767
House Rent Allowance	186,307
Medical	15,000
Conveyance Allowance	19,200
Allowance	223,660
<b>Sub Total (1)</b>	<b>909,934</b>
Company's Contribution to PF	21,600
<b>COST-TO-COMPANY (CTC)</b>	<b>931,534</b>
Food coupons	6,600
Gratuity	22,357
Medical Insurance	8,581
Group Term Life Insurance	652
<b>Sub Total (2)</b>	<b>38,190</b>
<b>TOTAL COST-TO-COMPANY (TCTC)</b>	<b>969,724</b>

- **Food Coupons:** Every month you will receive a company contribution of INR 550.
- **Gratuity:** You will be paid Gratuity as per the prevailing Gratuity Act.
- **Medical Insurance:** The amount mentioned here is the premium that the company pays on your behalf.
- **Group Term Life Insurance:** You will be covered under the Group Term Life Insurance from your date of joining as per the company policy. The premium shall be borne by the company.