

INTERNAL MEMORANDUM

From: Chief Executive Officer	Subject: Re: Adjustment to the Salary Package
To: K. K. Sanjeewa	C.C: D. O. & HR
Date: 26 th October, 2016	Our Ref: A161/ADM/10-16

Dear Sanjeewa,


Taking the current economic recession and the existing business market behaviour into consideration, the management has decided to apply a salary deduction.

Accordingly, your basic salary will be revised from RO 800,000 to RO 650,000 only with effect from 01st of December, 2016.

I thank you for your understanding and cooperation in advance.


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Millan De Silva
Chief Executive Officer

read, understood, agreed & accepted by


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K. K. Sanjeewa 27/10/2016