# Date: March 25, 2021

**Mr. Imran Khan Patan**

**EMP No: IP-399193**

**Designation: ML Engineer**

Subject: Structure and Compensation Changes

# Dear Mr. Imran Khan Patan

We thank you for participating in annual performance review process and helping us complete the activity in time.

In recognition of your performance and contribution to the organization, your salary has been revised to **Rs. 10,49,400 per** annum **( Ten Lakh Forty nine thousand Four hundred Only)**, effective **April 01, 2021** in line with your performance feedback. Kindly refer to **Annexure A** for the details of your new compensation.

All the below changes are subject to the company policy. The other terms and conditions of your service continue to remain unchanged. Please note that the details in this communication are confidential and you are requested not to share the same with others.

Please discuss with your manager if you have any queries.

We take this opportunity to congratulate you and look forward to your continued support in our journey of success.

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| **ANNEXURE - A** | | |
| **Name** | **Imran Khan Patan** | |
| **Designation** | **ML Engineer** | |
|  | | |
|  | **MONTHLY GROSS** | **ANNUAL GROSS** |
| **Basic** | 38475 | 461700 |
| **HRA** | 15390 | 184680 |
| **Conveyance Allowance** | 1900 | 22800 |
| **Medical Allowance** | 1450 | 17400 |
| **Special Allowance** | 30285 | 363420 |
| **PF Employer** | 1950 | 23400 |
| **PF (-)** | 1800 | 21600 |
| **Professional Tax (-)** | 200 | 2400 |
| **Total Cost To Company** | 87450 | 1049400 |

Notes:

1. All payments would be as per company rules and regulations and administrative procedures in force.
2. The salary structure is liable for modification from time to time.
3. All payments are subject to appropriate taxation.
4. Public holidays and leaves as per the company’s policy.