**Subject: Request for Salary Review**

Respected Plant Head Mr. P.K. Dash,

I hope this email finds you well. I am writing to request a review of my current salary. Over the past 5 years, I have greatly enjoyed contributing to the success of Shyam Metallic in the SMS Department, where I have taken on responsibilities such as increasing production, reducing rejection rates, and improving quality.

Considering my contributions, the growth in my role, and the value I bring to the team, I believe it is a suitable time to discuss an adjustment to my compensation. I have researched current market standards for similar positions and responsibilities, and I feel that an increase would better reflect my skills and dedication.

I would greatly appreciate the opportunity to meet and discuss this matter at a convenient time for you. Please let me know when you might be available.

Thank you for your time and understanding. I remain committed to continuing my efforts to contribute to the success of our team.

Best regards,  
Satyasai Polai