

02nd June 2022

To,

Employee Name : Poorani Subramaniam

Employee Code : TTSPE247

Designation : Senior Executive - Process & Compliance

Dear Poorani Subramaniam,

Sub: Revision Letter

We take this opportunity to thank you for being a part of TrueTech Solutions family and congratulate you and express our appreciation for your valuable contribution in achieving company's objectives. We are confident that you will continue the good work in the same spirit of commitment and sincerity and grow with our organization.

Consequent to the review of your performance for the year FY 2021-2022, we are happy to inform that you have been placed as **Senior Executive - Process & Compliance** in Grade **M1-A**.

We are happy to inform that your compensation is revised with effective from 1st April 2022. Please refer your compensation structure **Annexure -A**

We take this opportunity to wish you success in your career with us and look forward to your continued contribution towards meeting our goals.

Wish you all the best!

For TrueTech Solutions Private Limited

Afsari Sultana M

Director – Human Resource

COMPENSATION STRUCTURE

Annexure-A

Name:	Poorani Subramaniam	
Designation:	Senior Executive - Process & Compliance	
Grade:	M1-A	
Component	Month	Annual
Basic	21,640	259,680
HRA	18,935	227,220
Special Allowance	13,525	162,300
Gross (A)	54,100	649,200
Employer Contribution		
PF	1,950	23,400
ESI	-	-
Group Medclaim (GMC)*	1,250	15,000
Gratuity	1,041	12,492
Total Employer Contribution (B)	4,241	50,892
Fixed CTC (A+B)	58,341	700,092
Performance Linked Variable Pay # (C)		-
Annual CTC (A+B+C)	58,341	700,092
* - Annual Benefit of Group Health Insurance as per company policy prevailing at a given point of time		
# - If applicable, will be paid as per variable pay policy		

Note:

1. No part of the letter is to be discussed or disclosed, especially your salary details with co-workers or any third party. This is against the terms of your employment and you may be severely reprimanded including but not limited to termination of your employment.
2. Any employee who resigns from the employment within 3 months from the effective date of salary revision shall become ineligible for the salary increase with retrospective effect.
3. All terms and conditions of your employment other than your revised total compensation remain unchanged.

For TrueTech Solutions Private Limited

Afsari Sultana M

Director – Human Resource