

Strictly Private & Confidential

ITC Infotech India Limited

July 1, 2021

Name: Sandeep Kumar Sompalle
PSID: 37166

Dear Sandeep,

In appreciation of your performance and contribution to the organization, we are pleased to revise your compensation as part of the "Annual Salary Increase Cycle" effective July 01, 2021. The details of your revised compensation are enclosed in the Annexure - 1.

We wish you a great and fulfilling career with ITC Infotech in the years to come. We are sure that you shall continue to strive towards organizational growth and excellence.

Please note that your compensation & benefits structure is personal to you and you are expected not to share details of the same with others.

Warm Best wishes,

Yours sincerely,

For ITC Infotech India Limited



Suchismita Burman
Chief Human Resources Officer

Encl : Annexure 1

Annexure 1

Name : Sandeep Kumar Sompalle
PSID : 37166
Grade : IS3
Designation : Lead Consultant
Country : India

Compensation Details

Components	As on June 30, 2021	Effective July 1, 2021
	Amounts in INR per annum	Amounts in INR per annum
TOTAL FIXED PAY	1,409,996	1,553,384
Consolidated Salary (Basic)	300,000	339,744
House Rent Allowance	150,000	169,872
Supplementary Allowance	887,796	966,804
Meal Coupons	13,200	13,200
Fixed Pay - SUB TOTAL - I	1,350,996	1,489,620
Leave Travel Allowance	21,000	21,000
ITC Products & Services - EN1	2,000	2,000
Provident Fund (Company Contribution)	36,000	40,764
Fixed Pay - SUB TOTAL - II	59,000	63,764
TOTAL VARIABLE PAY	90,000	99,240
Short Term Incentive (STI) -EN2	90,000	99,240
TOTAL COST TO COMPANY	1,499,996	1,652,624

Explanatory Notes (EN):

- ITC Products & Services:** You will be reimbursed this amount as a taxable perquisite on submission of bills/ receipts of admissible ITC products & services as per the company's policy. Unclaimed amount before end of the financial year is not carry forwarded or encashed
- Short Term Incentive (STI):** You are entitled to target STI up to 6.66% of Fixed Pay - Sub Total - I earned for the financial year subject to applicable factors and meeting the eligibility criteria at your grade and role per the applicable plan or as per the Payment of Bonus Act, whichever is higher. In case you have joined the Company during January - March, you will be eligible for STI from the following financial year. Above payments will not be part of salary for purposes of calculating separation/retirement benefits
- Insurance:** You shall be covered under the group insurance as per the company's policy
- Gratuity:** You will be entitled for the payment of Gratuity as per the Payment of Gratuity Act
- Refer to India Policies on Café Xpress for details of other components
- Other terms and conditions of your service shall remain unaltered. All payments will be made as per company's policy and subject to applicable statutory deductions.