

**Ref. No. TCT/2021-22/HRD/TCT010**

Date: 5<sup>th</sup> April, 2021.

Mrs. S Keerthana

Employee No. TCT010

## **SALARY REVISION LETTER**

Dear Mrs. S Keerthana,

With reference to your appointment dated 1<sup>st</sup> May, 2019, we would like to inform you that your annual salary structure has been revised, effective date from 1<sup>st</sup> April, 2021.

<b><u>Employee Salary Structure for FY 2021-22</u></b>		
Employee Name:	S Keerthana	
Designation:	Senior Trainer – Human Resources Department	
Employee No.	TCT010	
DOJ:	01.05.2019	
Components	Monthly	Annual
Basic Pay	₹ 17,280.00	₹207,360.00
HRA	₹ 6,912.00	₹82,944.00
Medical Allowance	₹ 1,250.00	₹15,000.00
Daily Allowance	₹ 3,456.00	₹41,472.00
Travel Allowance	₹ 3,802.00	₹45,624.00
Total Fixed Earnings	₹ 32,700.00	₹392,400.00
Performance Bonus Pay	₹ 2,500.00	₹30,000.00
Total Variable Pay	₹ 2,500.00	₹30,000.00
Professional Tax	₹ 200.00	₹2,400.00
PF	₹ 0.00	₹ 0.00
Total Deductions	₹ 200.00	₹2,400.00
Total Gross Salary	₹ 32,500.00	₹390,000.00

This revision has been decided based on your performance updates/reviews in the last financial year FY 20-21 in the role of Senior Trainer – Human Resources Department (Grade III – MGR).

\*\* All other terms and conditions of employment as stipulated in your appointment letter remain unchanged.

We look forward to your continued contribution in achieving the mission of our company and wishing you all the best for your bright future with us.

Thank you.

Employee's Signature:

Approver's Signature:



# TechCiti Technologies Private Limited.

CIN: U72200KA2013PTC068461

D-U-N-S No. : 87 40 48298

No. 22 23 24 25/101, BNR Complex, J.P. Nagar, Bengaluru, Karnataka 560078.

Landline: 080 6841 1700 Email: [info@techciti.in](mailto:info@techciti.in) Website: [www.techciti.in](http://www.techciti.in) .

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Date of Acceptance: 5th April, 2021.

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**Registered office:** No. 22 23 24 25/101, BNR Complex, J.P. Nagar 7th Phase, Bengaluru, Karnataka 560078.

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