

April 1st 2011

Harshit Kachchhi

E.Code: 1010

Dear Harshit,

Subject: - Performance Appraisal 2010 - 2011

It gives us immense pleasure to inform you that the process of Annual Performance Review for FY 2010-11 has been successfully completed.

The vision of "**Billion Dollar Global Organization**" outlined to you in our interactions during the Communication Meet has certainly created a wave across the organization. We are really excited by your wholehearted endorsement of this vision and are sure that you, as a part of this wave, will make best use of the opportunities offered to you and contribute significantly towards achieving organizational as well as professional goals.

A true Glodyner challenges the existing norms and adds value in every bit of work. To support fair assessment of such a Glodyner, we have integrated KMS Rating with the Competency model resulting in achieving objective assessment to a large extent.

Your feedback about current compensation structure is taken into consideration and the same is reflected in the revised structure.

Your contribution has been appraised by your Manager and vetted by the review committee. We are pleased to promote you as Sr. Manager - Technology and your compensation is being revised effective April 1st 2011 as per the attached Annexure A & B.

Looking forward to have mutually rewarding career with Glodyne

Best Regards,

Vijay Sonawane

Sr. Vice President- Human Resource

Annexure A		
Name	Harshit Kachchhi	
Department	Application Software Services	
Branch	Pune Kshitij	
Designation	Sr. Manager - Technology	
Role	Sr. Manager - Technology	
Band	null	
Performance Rating (2010-11)	90	
Total Compensation Package		
Monthly Fixed Component	P.M. (INR)	P.A. (INR)
Basic	32,500	3,90,000
House Rent Allowance	16,250	1,95,000
Medical Expenses	1,250	15,000
Conveyance Allowance	800	9,600
Special Allowance	46,558	5,58,700
Meal Allowance	2,200	26,400
LTA	4,875	58,500
Gross Monthly	<#MONTH_GROSS#>	0
Social Security Component		
Employer contribution to PF	3,900	46,800
CTC	<#MONTH_REVISD_CTC#>	<#REVISED_CTC#>
Employee Benefits		
Mediclaime & Accident Insurance as per policy		
Gratuity as per Statutory provision		
Performance Pay as per Annexure B		
All statutory taxes will be applicable. Please note that all other benefits and allowances which were applicable other than those mentioned in Annexure A & B shall stand withdrawn with effect from April 1, 2011.		

Annexure B

Performance Pay

Performance Level%	80	85	90	95	100	105	110	115	120
Performance Pay (% of CTC)	2	4	6	8	10	12	14	16	18

Performance pay is payable on achieving minimum 80% of KMS rating in a quarter. In case Performance level is more than 80% of rating each 5% increase in KMS rating will lead to 2% of quarterly CTC as performance pay as per the above table.

Performance Evaluation Period

Each RBU and SSU (departments) shall decide periodicity of performance assessment. It may vary from daily assessment to quarterly assessment.

Performance Pay Disbursement

Disbursement of Performance pay will be done Quarterly based on average rating.

Quarter	Quarter
Quarter I (April - June)	July
Quarter II(July - September)	October
Quarter III (October - December)	January
Quarter IV(January - March)	April

Performance Improvement Plan - Please refer to Performance pay policy