



5 October 2021

PRIVATE & CONFIDENTIAL

Vishal Gadade
1331749

Dear Vishal,

SALARY ADJUSTMENT

We would like to inform you that your monthly fixed salary of INR 121,692 will be adjusted to INR 127,387. This is with effect from 1 Oct 2021. Your detailed salary break-up is attached below in Annexure 1.

RETENTION BONUS

We are also pleased to inform you that you have been awarded a personal-to-holder retention bonus amounting to INR 254,774 in consideration of your continued commitment to the Singtel Group for the next twelve (12) months from 01 October 2021 to 30 September 2022 ("Committed Period"). You will receive this bonus payment in the month of October 2021.

Should you at any time on or before the last day of the Committed Period:

- (i) vacate office, voluntarily resign, or serve notice of resignation; or
- (ii) move or transfer (other than due to a transfer, posting or secondment by the Company) to another role different from your current one such that the retention bonus is deemed to be irrelevant, as determined at the absolute discretion of the Company; or
- (iii) have been served notice of termination of service, or been dismissed from service due to disciplinary reasons; or
- (iv) have received a written warning due to misconduct/inefficiency,

you will have to refund to the Company the said retention bonus in full.

The salary adjustment and retention bonus will be subject to any necessary and applicable deductions that are required by law or standard company policy. In addition, you may wish to note that the

Company will not be paying for any taxes payable as a result of the salary adjustment and retention bonus granted to you.

All other terms and conditions of your employment remain unchanged. Please note that all information in this letter, as with all other employee communications on individual pay and related matters, should be kept strictly confidential.

Please acknowledge your acceptance of the above terms and conditions by signing all pages and returning a copy of this letter by 7th October 2021, failing which the offer shall lapse.

Thank you for your contribution and we look forward to your continued commitment and support.

Yours sincerely



Aditya Arora
Senior Manager, Human Resources

Form of Acceptance

I, Vishal Gadade accept the above offer of salary adjustment and retention bonus on the terms and conditions stated in the letter dated 5 October 2021.

Signature

Date

Annexure 1		
Salary Structure		
Components	Monthly	Annual
Basic Salary	50,955	611,460
House Rental Allowance	20,382	244,584
Special Allowance	32,198	386,376
Statutory Bonus	10,191	122,292
Children's Education Allowance*	200	2,400
Children's Hostel Allowance*	600	7,200
Employer's contribution to PF	6,115	73,380
Leave Travel Allowance*	4,246	50,952
Telephone & Home Broadband Reimbursement*	1,000	12,000
Professional Development Reimbursement*	1,500	18,000
Gross Salary	127,387	1,528,644
Annual Performance Bonus**		169,849
Total CTC		1,698,493

You can choose to reduce the quantum or opt-out of the components marked with asterisk "", latest by Thursday, 7th October 2021. Please note, the balance will be adjusted with the Special Allowance.