



Employee Code: OMGTECH021

Date: 12-12-2022

Employee Name: Akash Lilhare

### Subject: Salary Increment Letter

Dear Mr. Akash,

I am glad to inform you that your revised salary will be **INR. 5,10,000/- CTC** effective from **01-12-2022**. We believe that this increment is well deserved by you and a recognition to your outstanding efforts. The company values your contribution and continuously looks for ways to reward loyal and hardworking employees like yourself.

We are fortunate to have employees like you in our team. Congratulations! We look forward to more such at Par Excellence from you.

Yours Sincerely

Surekha Jaidevaraj

HR Specialist





## Compensation and Benefits Structure

### Salary Annexure

	INR Annual	INR Monthly
Gross CTC	₹ 5,10,000.00	₹ 42,500
No. of days Worked	31	31
Salary Earned	₹ 5,10,000.00	₹ 42,500
Basic Salary	₹ 2,55,000.00	₹ 21,250
HRA	₹ 1,02,000.00	₹ 8,500
Conveyance Allowance	₹ 19,200.00	₹ 1,600
Medical Reimbursement	₹ 1,18,800.00	₹ 9,900
Special Allowance	₹ 1,00,800.00	₹ 8,400
Total	₹ 5,10,000.00	₹ 42,500
Professional Tax	₹ 2,400.00	₹ 200
Net Salary Payable	₹ 5,07,600.00	₹ 42,300

Gross Earning : 42,500  
Professional Tax : 200  
Net Payable : 42300

Net Payable (in words) : Fourty Two Thousand And Three Hundred Only.

Note:

- 1) Income Tax as per Income Tax structure provision by Government and Income Tax department
- 2) Company may or may not change the salary structure in case any additional benefits are added

Yours Sincerely

*Surekha*

Surekha Jaidevaraj  
(HR Specialist)

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