

PERSONAL & CONFIDENTIAL**Ref: HR/ITPL/13953 /CR/April 26, 2024****Date: April 26, 2024**

To,
Aravindan Tk
Associate ID: 13953

Subject: Compensation Review 2024

Dear Aravindan Tk,

Congratulations!

Your compensation has been revised as follows with effect from **April 01, 2024**.

Total Compensation: INR 3,465,000/-per annum
(Inclusive of Variable Pay at an indicative pay-out of 100% wherever applicable)

The detailed compensation structure is provided below in Annexure I

Compensation is sensitive and confidential information for the organization and yourself, so please ensure its confidentiality. All other terms and conditions of your employment remain unchanged.

Your commitment to excellence and unwavering alignment with Infocept's principles play a critical role in our success. Our core principles are the cornerstone of our identity, guiding our interactions and business practices. We encourage you to continue championing these principles and sharing them with others.

Looking forward to your continued support.

Sincerely,

Smrita Dubey
Chief People Officer

This is a computer-generated document, thus no signature required.

Annexure I – Annual Compensation

Associate ID : 13953
 Associate Name : Aravindan Tk
 Grade : Grade 6
 Band : Band 2
 Designation : Manager
 Effective Date : April 01, 2024

| Component | Current (Amount INR pa) | Revised (Amount INR pa) |
|-----------------------------------|----------------------------|----------------------------|
| Fixed Pay (A = B+C+D+E) | 3,135,000 | 3,291,750 |
| Basic Pay (B) | 940,500 | 987,525 |
| Bouquet of Allowances – BOA* (C) | 2,127,661 | 2,235,125 |
| Employer PF** (D) | 21,600 | 21,600 |
| Gratuity** (E) | 45,239 | 47,500 |
| Variable Pay*** (F) | 165,000 | 173,250 |
| Total Compensation (G=A+F) | 3,300,000 | 3,465,000 |

* **Bouquet of Allowance - BOA:** Includes House Rent Allowance (HRA), Leave Travel Allowance (LTA), Sodexo, Children Education Allowance, Children Hostel Allowance, and any other allowance. As part of Bouquet of Allowance, employees can claim reimbursement of expenses towards LTA, Fuel and Driver Allowance (as applicable). Such reimbursement will be limited as per the Company's prevalent policies and in accordance with appropriate Income Tax rules. The unclaimed amount if any will be paid out as "Residual Allowance" and will be taxable. The components are subject to, governed in accordance with Indian statutes, rules, and ordinance prevailing from time to time, and would be taxable depending upon the Tax rules in force from time to time.

** **Employer Provident Fund (PF) & Gratuity:** Applicable taxes, PF & other statutory contributions, and any local levies that may be in force will be deducted from your salary.

*** **Variably Pay:** Variable Pay will be payable in line with the variable pay policy.

Note: Compensation structure / components might be reviewed in future based on statutory / organizational requirement.