

**February 27, 2020**Employee Name: **Abdul Kareem**  
Employee Number: **29041846**

Dear Abdul,

In recognition of your contribution to the organization's goals, we are pleased to inform you that your annual salary has been revised with effect from April 1, 2020 and it gives us great pleasure in promoting you to the position of **L03** effective April 1, 2020.

Basis your performance, **you have been awarded a bonus of Rs. 60,000/- (Rupees Sixty Thousand Only) for 2019**. The payment is subject to applicable taxes.

Your new salary effective April 1, 2020 and Target Performance Bonus for 2020 is as below:

<b>Current Designation</b>	<b>L02</b>
<b>Revised Designation</b>	<b>L03</b>
<b>Current salary</b>	<b>₹ 500,000</b>
<b>New Salary (WEF 1st April'20)</b>	<b>₹ 750,000</b>
<b>Performance Linked Target Performance Bonus Amount for 2020</b>	<b>₹ 75,000</b>

The aforementioned target bonus (2020) is a standard against which actual payout will be calculated at end of year. The actual bonus payout may vary based on organizational achievement and individual performance.

In order to earn and receive bonus award, you must remain actively employed by the Company (including not have given nor received any notice of termination) through the date on which bonuses are paid in the payroll.

In order to receive revised salary, you must remain actively employed by the Company (including not have given nor received any notice of termination) on the date appointed for salary revision.

We wish you all the best for a highly rewarding and mutually beneficial career with Acuity and look forward to your continued support and commitment towards achieving organizational goals.

All other terms of employment in your letter of appointment will remain unchanged.

Yours sincerely,

**Avadhesh Dixit**  
**Chief Human Resource Officer**

Note: The information contained in this letter is strictly personal and confidential and should not be shared with any other employee/third parties.