



Date: 13-December-2023

Emp. No: **44967**

Name: **Chinni Chakravarthi**

Revised Grade: **3.2**

OU: **HLS OU** | BU: **HLS_SIMD BU**

Dear Chinni,

Subject: Your promotion to Grade 3.2 w.e.f January 1, 2024.

Congratulations! I am pleased to inform you that you have officially been promoted to grade **3.2** effective starting **January 1, 2024**.

This promotion is a result of your **confidence** in meeting every challenge, for being **responsible** with our clients' and colleagues' best interests, for being **ingenious** in your thoughts and actions, and for being **persistent** in the face of complexity and rapid change. I am certain that you will do your best to continue to contribute to our company's overall growth and lead from the front lines. In your new grade, you will be entrusted with additional responsibilities, as will be shared with you by your manager.

All other terms and conditions of your employment will continue to be the same and will be as per the Company policy updated from time to time. In the event of a conflict between any specific term of your employment and Company policy, the specific provision of your employment term shall prevail. Your Grade and remuneration are strictly confidential between you and the Company and should be treated as such.

The leadership team appreciates your hard work and commitment to our company. We look forward to your accomplishments in your new responsibilities as you continue to See Beyond, Rise Above!

I wish you all the best.

Yours sincerely,

Yogesh Patgaonkar
Chief People Officer