



Ref. No: HR-COMPEN/336291/2016

March 31, 2016

Name(Employee ID) : Manjeet Singh (336291)
Business Unit : IBU-TUS-08
Sub-Band : U4
Country : India

Dear Manjeet Singh,

2015 has been a significant year for Tech Mahindra. We created milestones, made global headlines and most importantly grew stronger and closer as an organization.

We are happy to announce the conclusion of the Annual Appraisal Process for the period October'14 to September'15.

Based on your performance and your appraisal rating, we are pleased to inform you that your Total Cost to Company(TCTC) has been revised to **INR 5,53,043** per annum with effect from January 01, 2016.

As per our process on pay reviews, your new pay package has been reviewed and fine-tuned by the line management to ensure fairness. We have enclosed the details of your revised compensation package in the Annexure.

This communication regarding your compensation and employee benefits supersedes all previous communication on the subject. Please note any information related to your salary is strictly confidential between you and the organization and is to be treated accordingly.

Thank you for your contribution and commitment in the year 2015-16.

With Best Wishes,

Rakesh Soni
Chief People Officer



ANNEXURE - A	
(All Amounts in INR)	
NAME	Manjeet Singh
SUB-BAND	U4
COUNTRY	India

	Current Per Annum	Revised Per Annum
Basic	1,38,698	1,45,093
House Rent Allowance(HRA)	69,349	72,547
Conveyance	19,200	19,200
Statutory Bonus*	12,000	24,000
Employer Contribution To Provident Fund	16,644	17,411
Flexible Benefit Plan ¹	2,06,435	2,05,392
A.Total Fixed Pay	4,62,326	4,83,643
B.Variable Pay² (Amount specified is at 100% payout)	51,370	53,738
Cost to Company (CTC) (A+B)	5,13,696	5,37,381
C.Gratuity³		6,979
D.Medical Insurance Premium**		8,683
Total Cost to Company (TCTC) (A+B+C+D)		5,53,043

1.Flexible Benefit Plan: Associates will also be given an option of restructuring their "Flexible Benefit Plan". For more details on eligibility and limits, Please refer to Flexible Benefit Pay Policy on BMS.

2.Variable Pay: Variable Pay (VP) amount mentioned is maximum amount based on 100% performance. VP shall be payable as per Variable Pay Policy applicable for the Financial Year.

3.Gratuity: Gratuity shall apply as per the "Gratuity Act 1972".

****Medical Insurance Premium:** In addition to the above you are eligible to be covered under: Existing Group Term Life Insurance cover providing Life Insurance Coverage, Group Personal Accident Insurance coverage and Medical Insurance scheme providing Hospitalization coverage in terms of a floating cover.

*Statutory Bonus: Bonus / Statutory Bonus, if applicable, shall be paid in 12 equal monthly installments in advance along with your monthly salary.

Tech Mahindra reserves the right, at any time, as its election and sole discretion to Modify, Alter, Replace and Withdraw / terminate any or All of the policies including modification, amendment or alteration to any term, provision or condition. Any adjustments or termination by Tech Mahindra as aforesaid shall be effective from the effective date so stated in the policy published on the intranet.

In addition to above, Associates carrying Individual Revenue Targets (Sales, Relationship Management etc.) will be covered by the "Performance Bonus Policy/SIP" as applicable.

With Best Wishes,



Rakesh Soni
Chief People Officer

Registered Office:

Gateway Building, Apollo Bunder, Mumbai 400 001

