

SR/ 2016-30

Date: 26-April-2016

Venkatesh G
Employee Id: 1793
Programmer

Dear Venkatesh G

Sub: Promotion and Salary revision

We are pleased to inform you that you are promoted to the position of **"Asst Team Lead"** with effect from **Apr'16**. We are confident you will continue the good efforts you have shown and be diligent at your new position. We congratulate you and wish you success in your new position.

Accordingly, your CTC has been revised to **Rs. 25800/- (Rupees Twenty Five Thousand Eight Hundred only)** with effect from **01-Apr-2016**. A detailed breakup is as follows.

PAY HEADS	AMOUNT (Rs./-)	DEDUCTION HEADS	AMOUNT (Rs./-)
Basic	9600	EPF	1800
DA	1000	ESI	0
HRA	4800	Loan / Advance	
TA	1600		
Medical Allowance	0		
Special Allowance	7000		
CCA	0		
Other Allowances			
Gross Salary (A)	24000	Deductions (B)	1800
Nett Salary (A-B)	22200		
Employer Contribution towards PF (C)	1800		
Employer Contribution towards ESI (D)	0		
Total Cost to the company (CTC)- A+C+D	25800		

We take this opportunity to reiterate the company's high level of values and ethics that uphold honesty and integrity in all our actions. In keeping with this we are sure you would appreciate the need to treat compensation as highly individual and confidential.

Your next revision will be in **Apr-2017**.

Trust you will contribute to the organization with the same enthusiasm!

Note: The loan and IT deduction will happen as per the existing loan availed from the company and the IT Slab for the financial year 2016-2017

Sincerely yours
For Vinayak Infotech



N.Kamalahasan
CEO