



Corporate Headquarters
Integra Software Services Pvt. Ltd.,
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 Pondicherry – 605 008, India.
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Date: April 28, 2022

Emp. Name : GNANAMANI M
 Emp. No. : IS8433
 Designation : Sr. Programmer
 Delivery Unit : New Products

Sub: Annual Appraisal

We have evaluated your performance for the year **2021**. This evaluation has been derived after considering various aspects of your performance during the evaluation period. You are rated **“4”** on a rating scale of 1 to 4, (4 being the highest score).

We are pleased to revise your Gross salary from **Rs.84800/-** to **Rs.101480/-** per month (which also includes Market Correction of **Rs.6000/-** per month and a Retention Allowance of **Rs.5500/-** per month). Thus your revised CTC will be **Rs.1314925/-** Per Annum effective **01st January 2022**. Detailed breakup is given below.

COMPENSATION STRUCTURE

COMPONENTS	Revised Salary (P.M)	Revised Salary (P.A)
Basic Pay	28794	345528
Dearness Allowance	1900	22800
HRA	38392	460704
Special Allowance	26894	322728
Retention Allowance for 2022	5500	66000
Gross Salary	101480	1217760
EPF Contribution	1800	21600
ESI / GMC & PA	158	1896
Gratuity Contribution *	1556	18669
Bonus */Exgratia#	583	7000
Performance Pay**	4000	48000
CTC	109577	1314925

*As per Statute # As per Company Policy **Quarterly Variable Pay

* The Retention allowance is paid to encourage you to stay on with Integra in partnering with our business vision. The amount paid under this head will be fully recovered in case you decide to exit from the services of Integra before December 31, 2022.

All payments are subject to tax as applicable.

We would like to remind you that during the period of your employment with us, either employee or employer may terminate the employment by giving to the other 2 months' notice in writing or pay in lieu without assigning any reason thereof. You may notice that the Non-Disclosure Agreement & Non-Compete Agreement signed by you at the time of joining our services remain unchanged & reconfirmed hereby.

Your next appraisal will fall on **01st January 2023**.

Please maintain the confidentiality of this communication.

For Integra Software Services Pvt. Ltd.

Vidya

Authorized Signatory

Received with acceptance

Signature of the employee

