{{field\_Letter\_Date}}

**{{field\_Emp\_Full\_Name}}**

Employee code: {{field\_Emp\_Id}}

Designation: Controls Engineer

**Subject: Annual Salary Revision**

Dear {{field\_Emp\_Name}},

The management is pleased to inform you that your annual salary has been revised w.e.f {{field\_Effective\_Date}}. For the revised salary structure, kindly refer to the below mentioned table. This revision is based on your actual performance and the demonstrated potential to take additional responsibilities for the overall performance of the company.

We will continue to invest in your efforts to develop new technologies and skills, which will provide opportunities for each one of you. We will gladly share the success of the above initiatives through “pay for performance."

Your contribution towards improving productivity, quality & waste reduction while keeping in mind safety & customer satisfaction is of prime importance for the achievement of success in the profitable growth of the organization. We look forward to a higher degree of commitment as an active member of the organization.

All the other & conditions of your employment will be governed by the terms mentioned in your Appointment letter & human resource Policy of the company.

**"Please be informed that your salary is confidential & should not be disclosed & discussed with any employee or colleague”**.

Wish you all the best,

For Probotix Control System India Private Limited,

Ajaykumar Jadhav

Controls manager

Annexure:

