
February 25, 2017

Dear **Jayachandra**,

In 2016, we crossed 100mn for the first time. Congratulations to everyone on achieving this milestone. We have continued on our growth trajectory in 2016 and acquired several marquee customers. We are tracking well to our plan of doubling the revenue every two years and are well poised to meet our 5 year objectives. Alongside there are challenges we have to jointly overcome including better margins, higher efficiency & greater productivity. In 2017, the focus will be on these along with the other organization goals.

You have supported these goals and contributed to every success the organization has enjoyed. I congratulate you on your performance and look forward to greater support.

Based on the performance evaluation process that was carried out across the company your final rating for the year 2016 is "**Attains**"

In keeping with Tavant's compensation philosophy of being competitive in the industry, we are pleased to announce that you will receive an increment of **INR 11,589**.

As a result, effective January 1, 2016, your final revised CTC will be **611,589** per annum. Please see Annexure-1 for more details.

Please note that your compensation package is unique to you and not for comparison with other employees of the company. Tavant discourages and will take appropriate disciplinary action in cases where this is not followed. Please feel free to approach your manager or the HR Department, if you seek any clarification.

We wish you continued success in all your endeavors!

Best Regards,



Sarvesh Mahesh
CEO

ANNEXURE – 1

The following table outlines the break-up of your compensation structure

Designation	Software Engineer
Level / Band	Associate Professional - Band 1
TOTAL REMUNERATION BREAKUP	
SALARY COMPONENTS	ANNUAL
	(In Rs.)
Basic	305,795
House Rent Allowance	122,318
Medical	15,000
Conveyance Allowance	19,200
Allowance	112,581
Sub Total (1)	574,894
Company's Contribution to PF	36,695
COST-TO-COMPANY (CTC)	611,589
Food coupons	6,600
Gratuity	14,678
Medical Insurance	8,581
Group Term Life Insurance	652
Sub Total (2)	30,511
TOTAL COST-TO-COMPANY (TCTC)	642,100

Food Coupons: Every month you will receive a company contribution of INR 550.

Gratuity: You will be paid Gratuity as per the prevailing Gratuity Act.

Medical Insurance: The amount mentioned here is the premium that the company pays on your behalf.

Group Term Life Insurance: You will be covered under the Group Term Life Insurance from your date of joining as per the company policy. The premium shall be borne by the company.