

July 08, 2019

Suresh Selvaraj
703196656

Salary Revision Letter

Dear **Suresh**,

Thank you for your continued commitment and valuable contribution towards the success of the organization. It has been a challenging yet rewarding year for us with several milestone moments including go-live of some of the biggest deals in the history of Genpact, and winning coveted awards. As we write the next chapter in our evolution and continue to unlock value for our clients, we would like to thank you for being an important part of this journey.

We are happy to inform you that your salary has been revised effective **1 May 2019**.

With this salary revision, your compensation structure has been revised. Please refer to the annexure for the revised compensation structure.

As per company policy, **your notice period is 3 months**. All the other terms and conditions of your appointment remain the same.

Thanks once again for all that you do towards making Genpact a successful and wonderful place to work.

Warm regards,



Rina Jha
VP, HR CMITS

Salarpuria Softzone,
First Floor, Block 'B',
Bellandur Village, Varthur Hobli,
Sarjapura Outer Ring Road,
Bangalore-560087

Headstrong Services India Pvt. Ltd.

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COMPENSATION SHEET (W.E.F 1 May 2019)

Name	Suresh Selvaraj
Band	4.4C
Designation	Principal Consultant
<i>Compensation Details Per Annum</i>	<i>Amount in Rupees</i>
Basic	701,989
House Rent Allowance	350,995
Special Allowance	415,383
Variable Allowance**	184,734
GTA-LTA	20,000
Telephone & Internet Reimbursements	36,000
Food Vouchers	18,000
Company contribution - Provident Fund	84,239
Vehicle Maintenance Reim (Incl Fuel)	36,000
Total(A):	1,847,340
Gratuity	33,750
Total(B):	33,750
Cost to the Company(A+B):	1,881,090



Rina Jha
VP, HR CMITS

Compensation including perquisites is subject to deduction of Income Tax as per the Income Tax Act.

*You can claim reimbursement of medical expenses, and/or GTA for self and immediate family members. Reimbursements from the GTA Medical Basket are done quarterly as per the terms of the company policy. The company reserves the right to change the policy.

** Variable Compensation - This amount is not the maximum amount and can vary depending upon your individual performance. The performance incentive depends on the center's and your individual performance. Details of the company's projected performance metrics and your individual performance incentive plan is available with your Manager, Functional Head and Human Resources.

Provident Fund – As per the PF Scheme of the company, you shall contribute 12% of your basic salary or more to the PF Fund. The company will contribute the equivalent amount of your contribution subject to a maximum of 12% of your basic salary.

Gratuity – As per the Payment of Gratuity Act, 1972, the company provides gratuity.

In addition to the above, the company pays for 100% of your premium under the Group Hospitalization Insurance policy. You would also be covered under the Accident Insurance policy of the Organization

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