



## APPRAISAL LETTER

**March 10, 2021**

**Mr. Batthala Mallikharjuna Rao**  
**Emp Id: BD 2673,**  
**Software Developer.**

**Dear Mr. Mallikharjuna Rao**

In recognition of your performance and contribution to the organization during the period, your CTC is being revised to **Rs. 4,20,000.00/-** Annum w.e.f forth coming month. Your revised Compensation and Benefits Structure is given below for your reference.

Salary structures can be bifurcated as under:

Emoluments	Monthly	Annualized
Basic	13,180.00	1,58,160.00
House Rent Allowance	6,590.00	79,080.00
Conveyance Allowance	800.00	9,600.00
Medical Allowance	1,250.00	15,000.00
CCA	7,249.00	86,988.00
Special Allowance	5,931.00	71,172.00
Gross Salary	35,000.00	4,20,000.00

Apart from the above CTC you are eligible to claim official tour expenses as per the company policy.

Kindly sign and return the duplicate of this letter as a token of your acceptance.

Wishing you the best for the next year. Do keep up your good performance.

Sincerely,  
For **BizDev Systems Pvt Ltd.,**

**Maheswar N**  
**Sr.HR Manager**