

Date: 25-Mar-2022

**Private & Confidential**

**Mr. K Sreenivasa Rao**

**Emp No: C-10257**

**Designation: Associate**

**Subject: Appraisal Letter**

**Dear K Sreenivasa Rao,**

We thank you for participating in annual performance review process and helping us complete the activity in time.

In recognition of your performance and contribution to the organization, your salary has been revised to **Rs. 8,50,200 per annum (Rupees Eight Lakhs Fifty Thousand Two Hundred Only)**, effective **01-Apr-2022** in line with your performance feedback. Kindly refer to below Annexure for the details of your new compensation.

All the below changes are subject to the company policy. The other terms and conditions of your service continue to remain unchanged. Please note that the details in this communication are confidential and you are requested not to share the same with others.

Please discuss with your Manager if you have any queries.

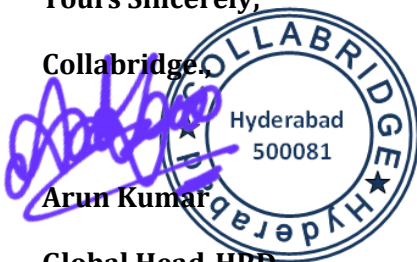
We take this opportunity to congratulate you and look forward to your continued support in our journey of success.

**Yours Sincerely,**

**Collabridge,**

**Arun Kumar**

**Global Head-HRD**



<b>Employee Name</b>	K Sreenivasa Rao	
<b>Designation</b>	Associate	
<b>Description</b>	<b>Monthly Gross - INR</b>	<b>Annual Gross - INR</b>
Basic	28340	340080
HRA	11336	136032
Conveyance Allowance	1600	19200
CC Allowance	4251	51012
Special Allowance	25323	303876
<b>Total Cost To Company</b>	<b>70850</b>	<b>850200</b>

Notes:

1. All payments would be as per company rules and regulations and administrative procedures in force.
2. The salary structure is liable for modification from time to time.
3. All payments are subject to appropriate taxation.
4. Public holidays and leaves as per the company's policy.