

Monday, 15 May 2023

To

Employee Name: VELAGA RAKESH,

Employee ID: PRO4097

Dear VELAGA RAKESH,

Thank you for your dedication, focus and creativity at work. Pro Vigil continues to be a market leader in providing comprehensive surveillance solutions to many clients.

Fiscal year 2022 was a good year for the company as we delivered another year of growth and business expansion. None of this would have been possible without the dedicated efforts of the company's greatest resource, it's employees. At our core, we are a company that believes in rewarding performance and driving results. It is this dedication to excellence, exhibited and put forth daily that has allowed Pro-Vigil to excel in these times when many other companies are experiencing turbulence. Understanding this, it is with great pride and pleasure we announce another year of annual increments.

As a result of your efforts, we are pleased to inform you that your **Annual Total Compensation (ATC)** is revised from **INR 3,65,005/- to INR 4,01,505/-**, effective April 1, 2023. All the other terms and conditions of your employment remain unchanged.

**Note:** Your salary details are strictly private and confidential. The details in this letter are not supposed to be discussed and disclosed to others. Any discussion or disclosure of your compensation with anybody other than HR will be considered as a breach of the employment agreement by you.

Once again, we thank you for all your valued efforts, resilience, and commitment. We wish you continued growth, success, and a long-term career with Pro-Vigil.

For Virtual Guard Services Private Limited,



Renuka Venkatesha

Director – Human Resources



### COMPENSATION STRUCTURE

**Employee Name: VELAGA RAKESH,**

**Employee ID: PRO4097**

<b>TOTAL FIXED COMPENSATION</b>		<b>401,505.00</b>
<b>COMPONENTS</b>	<b>Monthly</b>	<b>Annual</b>
Basic	16,729.38	200,752.50
House Rent Allowance	6,691.75	80,301.00
Education Allowance	200.00	2,400.00
Hostel Allowance	600.00	7,200.00
Employer PF Contribution	1,800.00	21,600.00
Special Allowance	7,437.63	89,251.50
<b>COST TO COMPANY (FIXED)</b>	<b>33,458.75</b>	<b>401,505.00</b>
<b>DEDUCTIONS</b>		
Employer PF Contribution	1,800.00	21,600.00
Employee PF Contribution	1,800.00	21,600.00
Professional Tax	200.00	2,400.00
TDS (As Applicable)	-	-
Total Deductions	3,800.00	45,600.00
<b>Net Take Home</b>	<b>29,658.75</b>	<b>355,905.00</b>
<b>Annual Cost to Company (CTC): Rupees Four Lakhs One Thousand Five Hundred and Five Only</b>		

For Virtual Guard Services Private Limited,



**Renuka Venkatesha**

**Director – Human Resources**