

Place: Chennai

Date: 6th June 2022

SUBJECT: REVISED CTC

Dear SANJAY SRINIVASAN,

With reference to the review which was conducted on **6th of June 2022**, we have revised your pay package. Your designation stands revised as **Front-end Developer** wef **1st June 2022**.

Congratulations on your performance and for being the recipient of this incentive.

Terms and Conditions of the revised CTC have been discussed with you and mutually agreed upon. Your emoluments will be as per **Annexure I**.

Please sign this letter as a token of acceptance of the same.

We wish you all the best for a long & fruitful career with our organisation.

Yours Sincerely

For TAKVAVIYA ANALYTICS PRIVATE LIMITED



Head-HR and Business Operations



TAKVAVIYA ANALYTICS PRIVATE LIMITED

Old No:29, New No:10, 1/3, Pallavi Apartments, I Main Road, RA Puram, Chennai – 600028.
www.takvaviya.com

Chennai

6th June 2022

Sanjay Srinivasan

sanjaysrini11@gmail.com

ANNEXURE I

TAKVAVIYA ANALYTICS PRIVATE LIMITED	
Employee Name	Sanjay Srinivasan
Joining date	19.04.2021
Particulars	Annual
1. Basic Salary (Include Dearness Allowance if any)	₹ 1,61,160
2. House Rent Allowance	₹ 80,580
3. Provident Fund (Employer's Contribution)	₹ 21,600
4. ESI	₹ 0
5. Conveyance Allowance	₹ 48,000
6. Mediclaim Policy	₹ 12,000
7. Leave Travel Allowance	₹ 26,860
8. Flexible Benefit Plan	₹ 1,25,400
9. Meal Vouchers e.g. Sodexo coupons	₹ 0
10. Gratuity (Enter only if included in CTC)	₹ 0
Fixed CTC as per Offer Letter	₹ 4,75,600
11. Performance Based Variable Pay	₹ 25,000
Total CTC	₹ 5,00,600

Your take home salary after deductions is Rs.35,833/- per month and the details of this will be reflected in your next month payslip. The revised salary pay shall be effective from 1st June 2022.

Terms & Conditions:

- 1) The employee shall not resign from the organisation within six months from the date of the revised CTC.
- 2) In case the employee decides to resign, he/she shall pay three months of the revised CTC as compensation to the company. The revised CTC is applicable till the next review.

Yours Sincerely

Accepted By

For TAKVAVIYA ANALYTICS PRIVATE LIMITED


Head-HR and Business Operations


Sanjay Srinivasan

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