

10-March-2017

Emp #: 661841
Name : Tatireddy Thulasi Ram
Unit : NA-IT_Services

Dear Tatireddy ,

We are pleased to inform you that your compensation for the year 2016-17 has been revised as a special case. This revised salary will be effective **1-January-2017** and details are attached.

Please note that you are requested to treat your salary details as confidential.

We look forward to your continued support and contribution in achieving the company's business goals.

Regards,

Padmakumar M P
Group Manager - C&B & HR Ops

**Note: This is a system generated letter and hence no signature is required.*

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ANNEXURE			
<i>All figures in rupees</i>			
Components		Current Salary	Revised Salary (effective 1-January-2017)
Basic	:	12144	12144
HRA	:	6072	6072
Lunch Coupons	:	2200	2200
Medical Allowance	:	1250	1250
Conveyance	:	1600	1600
Child Education Allowance	:	200	200
Ad-hoc Allowance	:	19368	23535
Monthly Gross	:	42834	47001
Monthly Gross x 12	:	514008	564012
Provident Fund	:	17487	17487
LTA	:	24288	24288
Annual Gross	:	555783	605787
Gratuity ^{*1}	:	5829	5829
Medical Insurance ^{*2}	:	5000	5000
Housing Loan Subsidy ^{*3}	:	7700	7700
Total Cost to Company	:	574312	624316

* The detailed explanation of the above salary components are shown overleaf.

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EXPLANATION - SALARY COMPONENTS

Total Cost to Company represents all components of compensation including basic, allowances, reimbursements, benefits and incentives.

Computation of the following components of salary has been made based on specific assumptions and current estimates as detailed below.

* 1	Gratuity	Employees are entitled for payment of Gratuity on their separation, subject to completion of 5 years of continuous service in the Company, at the rate of 15 days of their Basic Pay for every year of completed service, as per the Payment of Gratuity Act 1972.
* 2	Medical Insurance	Represents the medical insurance premium per employee for coverage in the Group Mediclaim Policy, Group Accident Policy and Employee Deposit Linked Insurance (Life Insurance Cover) schemes.
* 3	Housing Loan Subsidy	All employees earning up to a maximum of Rs.10 lacs p.a. are entitled to a housing loan subsidy at an average estimated rate of Rs. 7700 p.a.