

Letter of Appraisal

Date: 10-12-2021

Employee ID: APD-0103

Employee Name: Daniyal Yousuf

Address: House # N-140, Area 35 -C, Korangi No. 3 1/2. Karachi

Subject: Salary Increment

Respected Daniyal Yousuf,

Appedology Pvt. Ltd. acknowledges your services and persistent efforts with us in **Audit & Data Management** Department. Moreover, to reward your exceptional and successive performance with meeting your targets, Management is pleased to announce an official Appraisal in your remuneration with effect from **01-12-2021**. Your updated salary breakup is below:

Basic Salary	PKR 17,000
House Rent	PKR 4,250
Utility Allowance	PKR 2,500
Medical Allowance	PKR 1,250
Gross Salary	PKR 25,000

All other terms and conditions shall remain unchanged.

Congratulation on your success and we wish you all the very best for your future career with Appedology Pvt. Ltd.

Sincerely yours,

HR Department
Appedology Pvt. Ltd.

IMPORTANT NOTE: Your salary revision is confidential information and should remain between you and the concerned HR member only. In event of its disclosure directly or indirectly, Management will take strict actions against this act of irresponsibility.