

Letter of Appraisal

Date: 27-08-2021
Employee ID: APD-0136
Employee Name: Faizan Waseem
Address: House # E/1, Tunasia Line, Lines Area, Karachi.

Subject: Salary Increment

Respected Faizan Waseem,

Appedology Pvt. Ltd. acknowledges your services and persistent efforts with us in **WC Collections** Department. Moreover, to reward your exceptional and successive performance with meeting your targets, Management is pleased to announce official Appraisal in your remuneration with effect from **01-08-2021**.

Your revised salary per month will be stated as below along with the Designation of "**Negotiation Officer**". The updated breakup of your salary is below:

Basic Salary	PKR 34000
House Rent	PKR 8500
Utility Allowance	PKR 5000
Medical Allowance	PKR 2500
Gross Salary	PKR 50000

All other terms and condition shall remain unchanged.

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

Regards,

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.