

Letter of Appraisal

Date: 10-11-2021

Employee ID: APD-0434

Employee Name: Saima Zulfiqar

Address: C-07, Ambreen Apartments, Block no. 02, Gulshan-e-Iqbal, Karachi.

Subject: Salary Increment

Respected Saima Zulfiqar,

Appedology Pvt. Ltd. acknowledges your services and persistent efforts with us in **Matrix Collections** 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 **01-11-2021**. Your updated salary breakup is below:

Basic Salary	PKR 68000
House Rent	PKR 17000
Utility Allowance	PKR 10000
Medical Allowance	PKR 5000
Gross Salary	PKR 100000

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.