

## LETTER OF APPRAISAL

Date: September 30<sup>th</sup>, 2020.

Employee ID: APD-0094

Vijay Kumar Laloo

Flat # 22, 4th Floor, Bakhtiar Center, Mir Karam Ali Talpur Road, Saddar, Karachi, Karachi

### Subject: Salary Increment

Respected Vijay Kumar Laloo,

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 **September 01<sup>st</sup>, 2020**.

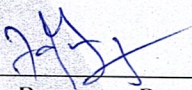
Your revised salary per month will be stated as below along with the Designation of “**Litigation & Collection Officer**”.

Basic Salary	PKR 24,500
House Rent	PKR 5,250
Utility Allowance	PKR 3,500
Medical Allowance	PKR 1,750
Gross Salary	<b>PKR 35,000</b>

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.

Sincerely Yours,

  
Human Resources Department

**IMPORTANT NOTE:** your salary revision is confidential information and should remain between you and concern HR member only, in its disclosure directly or indirectly, management will take strict actions against this act of irresponsibility.

Mr. / Ms. Vijay Kumar have carefully read the above and are acceptable to me in full.

Date: 27/Oct/2020

Signature: 