

LETTER OF APPRAISAL

Date: February 24, 2021
Employee ID: APD-0290
Kanchan Bai
Flat # 201, Nabeel Square Building, DHA Phase 2, Karachi.
Karachi

Subject: Salary Increment

Respected **Kanchan Bai**,

Appedology Pvt. Ltd. acknowledges your services and persistent efforts with us in **Support Operations (Non Calling)** 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 **February 01st, 2021**.

Your revised salary per month will be stated as below along with the Designation of **"Support Executive"**.

Basic Salary	PKR 16,000
House Rent	PKR 3,500
Utility Allowance	PKR 2,450
Medical Allowance	PKR 1,050
Gross Salary	PKR 23,000

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. Kanchan Bai have carefully read the above and are acceptable to me in full.

Date: 02:24:2021

Signature: 