

## LETTER OF APPRAISAL

Date: October 23, 2020

Employee ID: APD-0106

Rafay Ahmed

Flat # 205, Building # 3, Block 9, Shamim Residency F.B Area 9 Opposite Shamim Garden, Yaseenaba, Karachi

### Subject: Salary Increment

Respected Rafay Ahmed,

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

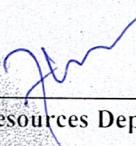
Your revised salary per month will be stated as below along with the Designation of "**Litigation & Collection Officer**".

|                     |                   |
|---------------------|-------------------|
| Basic Salary        | PKR 30,600        |
| House Rent          | PKR 7,650         |
| Utility Allowance   | PKR 4,500         |
| Medical Allowance   | PKR 2,250         |
| <b>Gross Salary</b> | <b>PKR 45,000</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. Rafay Ahmed have carefully read the above and are acceptable to me in full.

Date: 27-10-20

Signature: Rafay Ahmed