

**LETTER OF APPRAISAL**

Date: **November 30, 2020**

Employee ID: **PRO-0071**

**Syed Farrukh Hussain**

**174-D, Sector 4-B, Khayaban E Sirsyed, Rawalpindi,  
Islamabad**

**Subject: Salary Increment**

Respected **Syed Farrukh Hussain**,

Pro Global 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 **November 01<sup>st</sup>, 2020**.

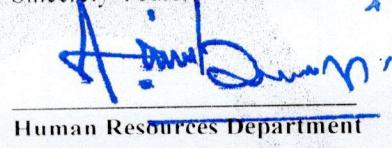
Your revised salary per month will be stated as below along with the Designation of "**Supervisor - Settlement Offer Reviewer**".

Basic Salary	PKR 47,600
House Rent	PKR 11,900
Utility Allowance	PKR 7,000
Medical Allowance	PKR 3,500
<b>Gross Salary</b>	<b>PKR 70,000</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 Pro Global 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 case of its disclosure directly or indirectly, management will take strict actions against this act of irresponsibility.

Mr. / Ms. Syed Farrukh Hussain have carefully read the above and are acceptable to me in full.

Date: 12/3/2020

Signature: 