

Date:28 Apr 2025

To

Employee ID : H78333
Employee Name : Manish Kumar
Designation : LOGISTIC COORDINATOR
Location : GURGAON
Deputation to : GXO Logistics India Private Limited

SALARY REVISION LETTER

Dear Manish Kumar

The management is pleased to inform you that as part of annual increment, your salary structure has been revised W.E.F **01 Apr 2025**. This increment is reflection of your performance and hard work. Your revised CTC structure is enclosed herewith as Annexure.

In the year ahead, you are expected to perform with greater zeal and enthusiasm to achieve organization goals. We are sure that you will prove yourself worthy of the trust and expectation that the management has bestowed on you.

All other terms and conditions indicated in our letter of appointment effective from **15 Jan 2023** shall remain the same. Please return a copy of this letter, with Annexure duly signed as a token of your acceptance.

Wishing you all the best for upcoming assignments and responsibilities.

With warm regards,

Adecco India Pvt. Ltd.



Visakh R G
Associate Director - Onboarding

Authorized Signatory

I hereby accept the above mentioned terms and conditions.

Name: _____ Signature: _____ Date: _____

COMPENSATION SHEET

Employee ID	: H78333
Employee Name	: Manish Kumar
Designation	: LOGISTIC COORDINATOR

Compensation	Rs. Per Month
BASIC SALARY	24000.00
HOUSE RENT ALLOWANCE	9600.00
SPECIAL ALLOWANCE	4654.00
CONVEYANCE Allowance	4794.00
MEDICAL ALLOWANCE	6500.00
Sub Total (A)	49548.00
Other Employer Costs:-	
EMPLOYER PF ADMIN CHARGES	120.00
EMPLOYERS EDLI CHARGES	75.00
Provident Fund Employer	1630.00
LWF-Employer	68.00
EPS Employer	1250.00
EMPLOYER WC POLICY	225.00
EMPR INSURANCE GMC	504.00
EMPR INSURANCE GPA	14.00
Sub Total (B)	3886.00
Cost to Company : (A)+(B)	53434.00
Other Employee Costs:-	
Provident Fund Employee	2880.00
LWF-Employee	34.00
Sub Total of deductions (C)	2914.00
Take Home: (A) - (C)	46634.00

Annual CTC: 641208.00

Note: "Net salary is subjected to all statutory deductions and applicable tax deductions."

Adecco India Pvt. Ltd.

Visakh R G
Associate Director - Onboarding
Authorized Signatory

I hereby accept the above-mentioned terms and conditions.

Name: _____ Signature: _____ Date: _____

Adecco India Private Limited

73/1, 13th Floor, Summit B, Brigade Metropolis, Garudachar Palya,
Mahadevapura, Whitefield Main Road, Bengaluru - 560 048, India.

Tel: +91 80 - 68407000 | Adecco.co.in | CIN: U72900KA1999PTC051999