

Ref: VVPP/HRD/APPT/2020-21/028

DATE: 27.01.2021

To,
Mr. Pankaj Naik,
1330, Jambulbhat, Mayem,
Bicholim, North - Goa 403504.

Dear Mr. Pankaj Naik,

With reference to our recent discussions and the subsequent interview you had with us, we are pleased to offer you the position of "Assistant Manager Sales" on the following terms and conditions. You are employed on the basis of the information and as per the plan of action to improve the system submitted by you and on placing complete faith in the statement therein.

1. You will be on probation of six months w.e.f. 25th January'2021. This period may be extended or reduced by the management if necessary depending on your performance.
2. You shall be paid remuneration package as under :-

Basic Salary	Rs. 16,172.00/- PM
Fixed Dearness Allowance	Rs. 1,797.00/- PM
House Rent Allowance	Rs. 10,782.00/- PM
Conveyance Allowance	Rs. 3,594.00/- PM
Education Allowance	Rs. 3,594.00/- PM

Your total emoluments will be Rs. 35,939.00/- per month as per Salary annexure enclosed herewith. Salary Annexure provides you a break up of your salary/ compensation. In case the Company finds that your productivity (as per plan of action submitted by you), performance & knowledge is not as per commitment given by you in real terms, then the Company have the freedom to rework your salary and emoluments based on the actual productivity and performance given by you. Your performance and salary will be linked to your KPI.