



CHN/HR/ASF/F19/0001

2 May 2018

Name : Ms. Cathrine M C
Address : No. 79, Zahir Hussain Street,
M.G.R. Nagar, Chennai 600 078

LETTER OF APPOINTMENT

Dear Cathrine,

We are pleased to inform that you are appointed as **Executive-Projects** in **Ashwini Seetha Foundation** at **Chennai** with effect from **02 May 2018** under the following terms and conditions.

1. You will be paid a gross salary of Rs.15000/- (Rupees Fifteen Thousand only) per month. Please refer Annexure A for the details. Your salary will be subject to income tax as per the prevailing and applicable tax rules and regulations in force from time to time.
2. You will be under Probation for a period of six months, initially, which may be extended at the discretion of the Management.
3. You would be liable for deputation / transfer to any other place, depending upon the needs of the Foundation / Exigency of service.
4. Your emoluments, Salary Component/s, Perks and Benefits are subject to change as per the ASF Policy.
5. Your official travel reimbursement will be as per ASF Travel Policy which is in force and amended from time to time.

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Our 5 Mantras:

- to empower a woman financially
- to secure her future
- to help her protect herself
- to enable her to educate and empower her daughter
- to help her empower other women.

Ashwini Seetha Foundation, TV5 Building, No. 58, Eldams Road, Teynampet, Chennai - 600018