Date: January 31, 2025

Mr. Rudraksh Kumar Agarwal
Manager-Civil
Estate- Administration
JK Lakshmipat University
Mahapura, Jaipur-302026

Increment Letter-Private and Confidential

Sub: Annual Appraisal Reg.

Dear Mr. Rudraksh Kumar Agarwal,

Congratulations!

We are pleased to inform you about your revised compensation following the annual performance review for the academic year (2023-24)

In recognition of your performance over the past year, we are pleased to revise your compensation, with effect from **July 01, 2024**. The details of the revised compensation are as given below.

Components	**Rs.**
Basic Salary	42200
Special Allowance	43626
HRA	8583
LTA/LTC	3517
Mediclaim Premium (Notional)	252
PF	5064
Gratuity	2026
Total CTC Per Month	***105268***

Note: HRA will not be paid If the residential accommodation is provided by the University. License Fee & rent will be applicable as per University norms.

We look forward to your continued contribution and support. Please sign the duplicate copy of this letter as a token of your acceptance.

(Dheeraj Sanghi)
Vice Chancellor

Date: January 31, 2025

JK LAKSHMIPAT UNIVERSITY
ज्ञानम् अमृतम्
JKLU

Mr. Rudraksh Kumar Agarwal
Manager-Civil
Estate-Administration
JK Lakshmipat University
Mahapura, Jaipur-302026

Subject: Restructuring of Salary – Private and Confidential

Dear Mr. Rudraksh Kumar Agarwal,

Congratulations!

We are pleased to inform you that your compensation has been revised with effect from **January 01, 2025.**

Below is bifurcation of salary structure

Components	**Rs.**
Basic Salary	42200
Special Allowance	43855
HRA	8606
LTA/LTC	3517
PF	5064
Gratuity	2026
Total CTC Per Month	**105268**

Note: HRA will not be paid If the residential accommodation is provided by the University. License Fee & rent will be applicable as per University norms.

Additionally, Mediclaim amount, is now excluded from the CTC and the total premium will be borne by the University.

We look forward to your continued contribution and support. Please sign the duplicate copy of this letter as a token of your acceptance.

Regards,

(Dheeraj Sanghi)
Vice Chancellor

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