

Employee Profile

Name:	Prasad Enagandula		
Age :	36	Date of Birth:	19/04/1987
Present Address:	Flat no. 224, Paramount Avenue, Nagaram		
Emergency Contact:	Archana	Mobile No:	8247414790
Automobile:	Car <input type="checkbox"/>	Make:	2022
Vehicle EMI:	11,000/-	Year:	5
Date of joining:	10/02/2014		

Personal Information (Optional)

Marital Status:	<input checked="" type="radio"/> Married <input type="radio"/> Single					
Name of spouse:	Archana Enagandula					
Spouse works at:	SBRI					
Spouse's designation:	Admin					
Spouse's Gross Salary:	45,000/-					
Number of Children:	2					
	Name	Age	Gender	Name of School	Class	Approx. Annual Fees
	Viaan Sai	10	Male	Cal Public	V	46,000/-
	Shouryan	7	Male	Cal Public	III	44,000/-
Residence:	Own <input type="checkbox"/>					
Monthly Rent or EMI:	Nill					
Type of House:	Flat <input type="checkbox"/>					

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FINANCIAL COMMITMENT (Optional)

Loans:	Home Loan:	<input type="text"/>	EMI:	<input type="text"/>
	Personal Loan	<input type="text"/>	EMI:	<input type="text"/>
	Gold Loan	<input type="text"/>	EMI:	<input type="text"/>
	Chit Fund:	<input type="text"/>	EMI:	<input type="text"/>
	Others:	<input type="text"/>	EMI:	<input type="text"/>
Insurance Policy	Medical Insurance:	<input type="text"/>	Premium:	<input type="text"/>
	Life Insurance:	<input type="text"/>	Premium:	<input type="text"/>
	Term Insurance:	<input type="text"/>	Premium:	<input type="text"/>
	Other Insurance:	<input type="text"/>	Premium:	<input type="text"/>
Type of savings	Mutual Funds:	300000	One time <input type="checkbox"/>	<input type="text"/>
	Stock bonds:	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
	Fixed Deposit:	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
	Other Savings:	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>

APPRAISAL FORM 2024-2025

Designation:	Promotions Manager	Division:	Promotions
Qualification / Education:	MBA HR & FIN		
Years of Experience in relevant field:	12		
Expected Percentage	120% on the existing salary		
Justification for increase:	Work is high but salary is low.		
Justification for Promotion:			
Preferred Designation:			
Complaints:			
Suggestions:			

Signature: Prasad Enagandula

Date: 02-04-2024

Division: Promotions

SALARY REVISION FORM (2023-2024)

Name:	PRASAD ENASAMULA		
Age:	36	Date of Birth:	
Present Address:	Flat no. 224, PARAMOUNT AVENUE, NASARAM, Hyderabad - 50		
Phone @:		Mobile:	9849 245200
Automobile:	<input checked="" type="checkbox"/> Car <input type="checkbox"/> Bike <input type="checkbox"/> Nil	Make:	2022
Vehicle EMI:	11,200/-	Year:	2022
Salary at the time of joining:	11,250/-	Date of joining:	2013

Personal Information (Optional)

Marital Status:	Married / Single				
Name of spouse:	ARCHANA				
Spouse works at:	HOUSE WIFE				
Spouse's designation:	NA				
Spouse's Gross Salary:	NA				
Number of Children:	2				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
VIAAN	9	M	CAL PUBLIC SCHOOL	4	25,000/-
SHOURAN	7	M	" "	2	34,000/-
Residence:	<input checked="" type="checkbox"/> Own <input type="checkbox"/> Parents <input type="checkbox"/> Rented <input type="checkbox"/> Other				
Monthly Rent or EMI:	10,000/-				
Type of House:	<input type="checkbox"/> Independent house <input type="checkbox"/> Flat <input type="checkbox"/> House in a basti				

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For office use only:

1.	Item	Existing	Revised
2.	Prasad Enagandula		
3.	C.T. C. Salary	30318	
4.	Gross Salary including ESI & PF	28602	
5.	Basic	14301	
6.	DA	2860	
7.	HRA	11440	
8.	PF (Employer + Employee)	3432	
9.	ESI (Employer + Employee)	0	
10.	Net Salary after ESI & PF deduction	26686	
11.	Mobile Allowance	399	
12.	monthly conveyance	0	
13.	Loan with company		
14.	Loan repayment per month		
15.	Medical insurance provided	Yes	
16.	Accidental insurance provided	Yes	
17.	No. of leaves taken in 2022-23	12	
18.	Company	SLLP Log	
19.	Division	Promotions	
20.	Designation	Manager Promotions	
21.	Remarks:		
	Prepared by:	Date:	Approved by:
	Iqra Khatoon	14-04-2023	Date: 18-04-2023

Promotions

Division: Promotions

SALARY REVISION FORM (2022-2023)

Name:	PRASAD. ANAGANOUA		
Age:	34	Date of Birth:	'
Present Address:	F.No 224, PARAMOUNT AVENUE, SHILPA LAYOUT, NAGARAM, HYDR.		
Phone @:		Mobile:	9849245280
Automobile:	<input checked="" type="checkbox"/> Car <input type="checkbox"/> Bike <input type="checkbox"/> Nil	Make:	2022 - WAGON R
Vehicle EMI:	10,990	Year:	2022
Salary at the time of joining:	11,240/-	Date of joining:	

Personal Information (Optional)

Marital Status:	<input checked="" type="checkbox"/> Married / <input type="checkbox"/> Single				
Name of spouse:	ARCHANA				
Spouse works at:	INFOSYS				
Spouse's designation:	TRAINER				
Spouse's Gross Salary:	4.5 LAKHS				
Number of Children:	2				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
VIRAN SAH	7	M	CALPS	3	40,000/-
SHOURAYAN	5	M	CALPS	1	40,000/-
Residence:	<input checked="" type="checkbox"/> Own <input type="checkbox"/> Parents <input type="checkbox"/> Rented <input type="checkbox"/> Other _____				
Monthly Rent or EMI:	6,000/-				
Type of House:	<input type="checkbox"/> Independent house <input checked="" type="checkbox"/> Flat <input type="checkbox"/> House in a basti				

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For office use only:

	Item	Existing	Revised
1.	Prasad Enagandula		
2.	C.T. C. Salary	28225	
3.	Gross Salary including ESI & PF	26627	
4.	Basic	13313	
5.	DA	2662	
6.	HRA	10650	
7.	PF (Employer + Employee)	3300	
8.	ESI (Employer + Employee)	0	
9.	Net Salary after ESI & PF deduction	33071	
10.	Mobile Allowance	399	
11.	Avg. monthly conveyance for last 3 months	0	
12.	Loan with company		
13.	Loan repayment per month	0	
14.	Medical insurance provided	Yes	
15.	Accidental insurance provided	Yes	
16.	No. of leaves taken in 2021-22	8	
17.	Company	SLLP LOG	
18.	Division	Promotions	
19.	Designation	Manager Promotions	
20.	Remarks:		
	Prepared by:	Date:	Approved by:
	Iqra Khatoon	12.04.22	G. Jai Kumar
			Date:
			15.04.22

Division: PromotionsSALARY REVISION FORM (2021-2022)

Name:	PRASAD ENASAMULA		
Age :	34	Date of Birth:	19-04-1987
Present Address:	F.NO - 224, PARAMOUNT AVENUE, NAGARAO, HYDERABAD.		
Phone ®:		Mobile:	9849245280
Automobile:	<input type="checkbox"/> Car <input checked="" type="checkbox"/> Bike <input type="checkbox"/> Nil	Make:	2013
Vehicle EMI:		Year:	
Salary at the time of joining:	11,250/-	Date of joining:	05-02-2014

Personal Information (Optional)

Marital Status:	Married / Single				
Name of spouse:	ARUHANA				
Spouse works at:	HOME WIFE				
Spouse's designation:	-				
Spouse's Gross Salary:	-				
Number of Children:	2				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
VIRAN SAJ	7	M	Cal Public school	1 st	45,000/-
SHOURYAN	5	M	Cal Public school	LKS	42,000/-
Residence:	<input checked="" type="checkbox"/> Own <input type="checkbox"/> Parents <input type="checkbox"/> Rented <input type="checkbox"/> Other _____				
Monthly Rent or EMI:	12,071/-				
Type of House:	<input checked="" type="checkbox"/> Independent house <input type="checkbox"/> Flat <input type="checkbox"/> House in a basti				

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For office use only:

Division: Promotions

1.	Item	Existing	Revised
2.	Name	E. Prasad	
3.	C.T. C. Salary	26,250	
4.	Gross Salary including ESI & PF	24,764	
5.	Basic	12,382	
6.	DA	2,476	
7.	HRA	9,905	
8.	PF (Employer + Employee)	2,972	
9.	ESI (Employer + Employee)		
10.	Net Salary after ESI & PF deduction	23,078	
11.	Mobile Allowance	399	
12.	Avg. monthly conveyance for last 3 months	0	
13.	Loan with company		
14.	Loan repayment per month		
15.	Medical insurance provided	Yes	
16.	Accidental insurance provided	Yes	
17.	No. of leaves taken in 2018-19	9	
18.	Company	SLLP LOGISTICS	
19.	Division	Promotions	
20.	Designation	Manager Promotions	
21.	Remarks:		
	Prepared by:	Date:	Approved by:
	Iqra Khatoon	05-04-2021	
			Date:

Division: PromotionsSALARY REVISION FORM (2020-2021)

Name:	PRASAD ENAGANDULA		
Age :	33	Date of Birth:	19-04-1987
Present Address:	FLAT NO. 224, PARAMOUNT AVENUE, SHILPA NAGAR, NAGARAM.		
Phone @:		Mobile:	9849245280
Automobile:	<input checked="" type="checkbox"/> Car <input checked="" type="checkbox"/> Bike <input type="checkbox"/> Nil	Make:	2006
Vehicle EMI:	-	Year:	-
Salary at the time of joining:	11,250/-	Date of joining:	08-02-2013

Personal Information (Optional)

Marital Status:	Married / Single				
Name of spouse:	ARCHANA				
Spouse works at:	NA				
Spouse's designation:	NA				
Spouse's Gross Salary:	NA				
Number of Children:	2				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
VIAAN SAI	6	MALE	CAL PUBLIC SCHOOL	1	35,000/-
SHOURYAN	4	MALE	CAL PUBLIC SCHOOL	LKG	33,500/-
Residence:	<input checked="" type="checkbox"/> Own <input type="checkbox"/> Parents <input type="checkbox"/> Rented <input type="checkbox"/> Other _____				
Monthly Rent or EMI:	11,000/-				
Type of House:	<input type="checkbox"/> Independent house <input checked="" type="checkbox"/> Flat <input type="checkbox"/> House in a basti				

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For office use only:

Division: Promotions

1.	Item	Existing	Revised
2.	E. Prasad		
3.	C.T. C. Salary	25000	
4.	Gross Salary including ESI & PF	23584	
5.	Basic	11792	
6.	DA	2358	
7.	HRA	9433	
8.	PF (Employer + Employee)	3016	
9.	ESI (Employer + Employee)	0	
10.	Net Salary after ESI & PF deduction	23423	
11.	Mobile Allowance	399	
12.	Avg. monthly conveyance for last 3 months	0	
13.	Loan with company	0	
14.	Loan repayment per month	0	
15.	Medical insurance provided	YES	
16.	Accidental insurance provided	YES	
17.	No. of leaves taken in 2019-20	11	
18.	Company	SLLP Log	
19.	Division	Promotions	
20.	Designation	Promotions Manager	
21.	Remarks:		
	Prepared by:	Date:	Approved by:
	Iqra Khatoon	15.06.20	G. Jai Kumar
			Date:
			16.06.20

Division: Promotions

SALARY REVISION FORM (2019-2020)

Name:	PRASAD . E		
Age :	31	Date of Birth:	19-04-2019
Present Address:	FLAT NO. 403, SARMA VIHARA, SHILPA NAGAR, NAGARAM.		
Phone ®:		Mobile:	9849245280
Automobile:	<input checked="" type="checkbox"/> Car <input type="checkbox"/> Bike <input type="checkbox"/> Nil	Make:	2006
Vehicle EMI:		Year:	
Salary at the time of joining:	11,250	Date of joining:	08-02-2014

Personal Information (Optional)

Marital Status:	Married / Single				
Name of spouse:	ARCHANA				
Spouse works at:	-				
Spouse's designation:	-				
Spouse's Gross Salary:	-				
Number of Children:	2				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
VIAAN	5	M	CALL PUBLIC SCHOOL	UKG	45,000/-
SHOURYAN	3	M	CALL PUBLIC SCHOOL	NURSARY	32,000/-
Residence:	<input checked="" type="checkbox"/> Own <input type="checkbox"/> Parents <input type="checkbox"/> Rented <input type="checkbox"/> Other _____				
Monthly Rent or EMI:	13,000/-				
Type of House:	<input type="checkbox"/> Independent house <input checked="" type="checkbox"/> Flat <input type="checkbox"/> House in a basti				

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Qualification / Education :	MBA - HR & FIN
Years of Experience in relevant field:	3 YEARS
Expected gross salary:	40,000/-
Justification for increase:	<p>All our company managers are getting 35K to 40K Per month. But I am getting 21K Per month after 3 years of experience in Promotions as a manager Promotions. Kindly equal to my salary as all managers.</p>
Complaints & suggestions:	
Preferred Designation:	

Signature: 

Date: 05-04-2019

For office use only:

	Item	Existing	Revised
1.	E. Prasad		
2.	C.T. C. Salary	21375	
3.	Gross Salary including ESI & PF	19511	
4.	Basic	5853	
5.	DA	1951	
6.	HRA	7804	
7.	CCA	1951	
8.	TA	975	
9.	EA	975	
10.	PF (Employer + Employee)	1874	
11.	ESI (Employer + Employee)	1496	
12.	P.T.	150	
13.	Net Salary after ESI & PF deduction	21540	
14.	Mobile Allowance	399	
15.	Avg. monthly conveyance for last 3 months	0	
16.	Loan with company	0	
17.	Loan repayment per month	0	
18.	Medical insurance provided		
19.	Accidental insurance provided	YES	
20.	No. of leaves taken in 2018-19	9	
21.	Company	SLLP Logistics	
22.	Division	Promotions	
23.	Designation	Asst. Manager	
24.	Remarks:		
	Prepared by:	Date:	Approved by:
	Iqra Khatoon	12.04.19	Date: