

Division: Construction

SALARY REVISION FORM (2023-2024)

Name:	<u>I. Rama Krishna</u>		
Age :	<u>44</u>	Date of Birth:	<u>20-5-1978</u>
Present Address:	<u>33-29/c OFFICERS Colony</u>		
	<u>R.K. puram Secunderabad</u>		
Phone ®:		Mobile:	<u>7396751560</u>
Automobile:	☐ Car ☒ Bike ☐ Nil	Make:	<u>Passion</u>
Vehicle EMI:	<u>-</u>	Year:	<u>-</u>
Salary at the time of joining:	<u>4,500/-</u>	Date of joining:	

Personal Information (Optional)

Marital Status:	☒ Married / ☐ Single				
Name of spouse:	<u>I. Govardhan</u>				
Spouse works at:	<u>-</u>				
Spouse's designation:	<u>-</u>				
Spouse's Gross Salary:	<u>-</u>				
Number of Children:	<u>01</u>				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
<u>I. Dhanush</u>	<u>14</u>	<u>-</u>	<u>K.V. Bolaram</u>	<u>X</u>	<u>7,500/-</u>
Residence:	☐ Own ☒ Parents ☐ Rented ☐ Other _____				
Monthly Rent or EMI:					
Type of House:	☐ Independent house ☐ Flat ☒ House in a basti				

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Division: _____

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Signature: S. Sana Krishna

Date: 11/04/23.

For office use only:

1.	Item	Existing	Revised
2.	I Ramakrishna		
3.	C.T. C. Salary	19480	
4.	Gross Salary including ESI & PF	17830	
5.	Basic	8915	
6.	DA	1783	
7.	HRA	7132	
8.	PF (Employer + Employee)	2140	
9.	ESI (Employer + Employee)	713	
10.	Net Salary after ESI & PF deduction	16476	
11.	Mobile Allowance	399	
12.	monthly conveyance	0	
13.	Loan with company		
14.	Loan repayment per month		
15.	Medical insurance provided		
16.	Accidental insurance provided	Yes	
17.	No. of leaves taken in 2022-23	8	
18.	Company	GHT	
19.	Division	Const.	
20.	Designation	Site Supervisor	
21.	Remarks:		
	Prepared by:	Date:	Approved by: Date:
	Iqra Khatoon	14-04-2023	18-04-2023

Division: Contractor

SALARY REVISION FORM (2022-2023)

Name:	<u>J. Rama Krishna.</u>		
Age:	<u>43</u>	Date of Birth:	<u>20/05/1978</u>
Present Address:	<u>33-29/c OFFICERS Colony</u>		
	<u>Rama Krishna puram. See - bad.</u>		
Phone ®:	<u>-</u>	Mobile:	<u>7896751560</u>
Automobile:	☐ Car ☒ Bike ☐ Nil	Make:	<u>Hero.</u>
Vehicle EMI:	<u>-</u>	Year:	
Salary at the time of joining:	<u>4500/-</u>	Date of joining:	<u>-</u>

Personal Information (Optional)

Marital Status:	<u>Married / Single</u>				
Name of spouse:	<u>J. Govardhan.</u>				
Spouse works at:	<u>-</u>				
Spouse's designation:	<u>-</u>				
Spouse's Gross Salary:	<u>-</u>				
Number of Children:	<u>01</u>				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
<u>J. Dhanush.</u>	<u>14</u>	<u>-</u>	<u>K.V. Bolaram.</u>	<u>X</u>	<u>30,000</u>
Residence:	☐ Own ☒ Parents ☐ Rented ☐ Other <u>-</u>				
Monthly Rent or EMI:					
Type of House:	☐ Independent house ☐ Flat ☒ House in a basti				

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Division: _____

Qualification / Education:	SSC.
Years of Experience in relevant field:	15 year's
Expected gross salary:	23000/-
Justification for increase:	.
Complaints & suggestions:	
Present Designation:	Site Supervisor .
Preferred Designation:	-

Signature:

S. Panabursh

Date:

08/4/22

For office use only:

	Item	Existing	Revised
1.	Ramakrishna. I		
2.	C.T. C. Salary	18000	
3.	Gross Salary including ESI & PF	18000	
4.	Basic	9000	
5.	DA	1800	
6.	HRA	7200	
7.	PF (Employer + Employee)	0	
8.	ESI (Employer + Employee)	0	
9.	Net Salary after ESI & PF deduction	22276	
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	6	
17.	Company	VOC	
18.	Division	Const.	
19.	Designation	Site Supervisor	
20.	Remarks:		
	Prepared by:	Date:	Approved by:
	Iqra Khatoon	12.04.22	G. Jai Kumar
			Date:
			15.04.22

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Division: Contracting

SALARY REVISION FORM (2021-2022)

Name:	<u>I. Rama Krishna.</u>		
Age :		Date of Birth:	<u>20-05-1978</u>
Present Address:	<u>33-29/c OFFICERS COLONY R.B. puram</u>		
	<u>See - bad</u>		
Phone @:	<u>9290861471</u>	Mobile:	<u>7396751560</u>
Automobile:	☒ Car ☒ Bike ☒ Nil	Make:	<u>HERO</u>
Vehicle EMI:	<u>-</u>	Year:	<u>-</u>
Salary at the time of joining:	<u>4,500</u>	Date of joining:	<u>2007</u>

Personal Information (Optional)

Marital Status:	<u>Married / Single</u>				
Name of spouse:	<u>I. Govardham</u>				
Spouse works at:	<u>-</u>				
Spouse's designation:	<u>-</u>				
Spouse's Gross Salary:	<u>-</u>				
Number of Children:	<u>One</u>				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
<u>I. Dhanush</u>	<u>12</u>	<u>-</u>	<u>G.V. Bolaram</u>	<u>VIII</u>	<u>20,000</u>
Residence:	☒ Own ☒ Parents ☐ Rented ☐ Other _____				
Monthly Rent or EMI:	<u>-</u>				
Type of House:	☒ Independent house ☐ Flat ☒ House in a basti				

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Division: Contracting

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Signature: S. Ramakrishna

Date: 25/03/21

Appraisal by Manager (Confidential report to HR)

Name of Employee:	J. RAMA KRISHNA
Project:	ROO / CHT
Overall performance:	GOOD
Attitude towards colleagues:	GOOD
Team player:	GOOD
Personal appearance:	GOOD
Interest / Enthusiasm in work:	GOOD
Knowledge of work:	GOOD
Attendance / punctuality:	GOOD
Communication skills – oral – in English	AVERAGE
Communication skills – oral – in Telugu	GOOD

Note: Rate as good, average or poor.

Key strengths:
Handing the Labour at Site well

Shortcomings or weaknesses:
— Nil —

How can we get more from the employee?
Monitor regularly everyday during the work

What are the precautions to be taken?
— Nil —

Prepared by:	Date:
A. SURESH	26/02/2021

For office use only:

Division: Const.

1.	Item	Existing	Revised
2.	Name	I. Ramakrishna	
3.	C.T. C. Salary	15,277	
4.	Gross Salary including ESI & PF	15,277	
5.	Basic	7,638	
6.	DA	1,527	
7.	HRA	6,111	
8.	PF (Employer + Employee)		
9.	ESI (Employer + Employee)		
10.	Net Salary after ESI & PF deduction	15,127	
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	12	
18.	Company	VOC	
19.	Division	Const.	
20.	Designation	Site Supervisor	
21.	Remarks:		
	Prepared by:	Date:	Approved by:
	Iqra Khatoon	05-04-2021	

Division: Contracting

SALARY REVISION FORM (2020-2021)

Name:	<u>D. Rama Krishna.</u>		
Age :		Date of Birth:	<u>20/05/78</u>
Present Address:	<u>33-29/c OFFICERS Colony B.K. Puram</u>		
	<u>Secunderabad.</u>		
Phone ®:		Mobile:	<u>7396751560</u>
Automobile:	☒ Car ☒ Bike ☐ Nil	Make:	<u>Hero pro</u>
Vehicle EMI:	<u>—</u>	Year:	<u>—</u>
Salary at the time of joining:	<u>4,500/-</u>	Date of joining:	

Personal Information (Optional) ✓

Marital Status:	<u>Married / Single</u>				
Name of spouse:	<u>D. Govardhan</u>				
Spouse works at:	<u>—</u>				
Spouse's designation:	<u>—</u>				
Spouse's Gross Salary:	<u>—</u>				
Number of Children:	<u>01</u>				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
<u>D. Dhannish.</u>	<u>11</u>	<u>—</u>	<u>K.V. Bolaram</u>	<u>VIII</u>	<u>15,000/-</u>
Residence:	☒ Own ☒ Parents ☐ Rented ☐ Other _____				
Monthly Rent or EMI:	<u>—</u>				
Type of House:	☒ Independent house ☐ Flat ☒ House in a basti				

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Division: Contracting

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Signature:

Date:

10/06/2020

Appraisal by Manager (Confidential report to HR)

Name of Employee:	I. RAMAKRISHNA
Project:	VOC / GHT
Overall performance:	EXCELLENT
Attitude towards colleagues:	VERY GOOD
Team player:	
Personal appearance:	VERY GOOD
Interest / Enthusiasm in work:	
Knowledge of work:	VERY GOOD
Attendance / punctuality:	VERY GOOD
Communication skills – oral – in English	POOR
Communication skills – oral – in Telugu	VERY GOOD

Note: Rate as good, average or poor.

Key strengths:

LABOUR HANDLING VERY SPORTIVE

Shortcomings or weaknesses:

— Nil —

How can we get more from the employee?

—

What are the precautions to be taken?

—

Prepared by:

A. SURESH

Date:

10/06/2020



For office use only:

Division: Construction

1.	Item	Existing	Revised
2.	I. Ramakrishna		
3.	C.T. C. Salary	14550	
4.	Gross Salary including ESI & PF	14550	
5.	Basic	7275	
6.	DA	1455	
7.	HRA	5820	
8.	PF (Employer + Employee)	0	
9.	ESI (Employer + Employee)	0	
10.	Net Salary after ESI & PF deduction	15981	
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	6	
18.	Company	VOC	
19.	Division	Construction	
20.	Designation	Site Supervisor	
21.	Remarks:		
	Prepared by:	Date:	Approved by:
	Iqra Khatoon	15.06.20	G. Jai Kumar
			Date:
			16.06.20

Employee Profile

Name:	S. Rama Krishna		
Age :		Date of Birth:	20/5/78
Present Address:	33-29/c OFFICERS Colony Bh puram Sec-bad		
Emergency Contact:	7997668243	Mobile No:	7396751560
Automobile:		Make:	Hero
Vehicle EMI:		Year:	2014
Date of joining:	2007		

Personal Information (Optional)

Marital Status:	☒ Married ☐ Single				
Name of spouse:	S. Govardhan				
Spouse works at:	-				
Spouse's designation:	-				
Spouse's Gross Salary:	-				
Number of Children:	01				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
S. Dhanush	17	M	Geetham Collage	1 st year	60,000
Residence:	Independent				
Monthly Rent or EMI:	-				
Type of House:	Bldg				

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FINANCIAL COMMITMENT (Optional)

Loans:	Home Loan:		EMI:	
<i>Yes Bank</i> <i>Children</i> <i>Yes.</i>	Personal Loan	2,00,000	EMI:	19,600/-
	Gold Loan	NIL	EMI:	NIL
	Chit Fund:	NIL	EMI:	NIL
	Others:	NIL	EMI:	NIL
Insurance Policy	Medical Insurance:	NIL	Premium:	NIL
	Life Insurance:	NIL	Premium:	NIL
	Term Insurance:	NIL	Premium:	NIL
	Other Insurance:	NIL	Premium:	NIL
Type of savings	Mutual Funds:	NIL	NIL	NIL
	Stock bonds:	NIL	NIL	NIL
	Fixed Deposit:	NIL	NIL	NIL
	Other Savings:	NIL	NIL	NIL

APPRAISAL FORM 2024-2025

Designation:	Supervisor.	Division:	Construction
Qualification / Education:	SSC, + Diploma (online)		
Years of Experience in relevant field:	17 years.		
Expected Percentage	40%.		
Justification for increase:	My work ability has known the Management very well kindly - which is expected percentage need to reach. I will happy to my work's		
Justification for Promotion:			
Preferred Designation:			
Complaints:			
Suggestions:			

Signature: S. Paul

Date: 05/4/24