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Society Regn No. S 40061/2.8.2001

April 1, 2024

Manisha Sengupta  
B-2 Dream Heights  
Gali No 2, Sector-73  
Noida  
Uttar Pradesh  
201 307

**Appraisal & Promotion Letter**

Dear Manisha,

I am pleased to inform you that, based on your outstanding performance and dedication to your role as a **Media Coordinator** at AROH Foundation, Head Office Noida, Uttar Pradesh coupled with your nomination for internal promotion by your supervisor, Ms. Shilpa Jain, and your Annual Evaluation, you have been selected for a promotion to the position of **Communication Lead**.

After careful consideration of your contributions and achievements within the Foundation, we are revising your Cost to Company (CTC) to Rs. 45,000/- (Rupees Forty-Five Thousand Only), effective from **April 1, 2024**. A copy of this letter will be placed in your personal file for record-keeping purposes.

Additionally, I want to inform you that after six months, your performance in this new role will be evaluated again & If you perform well as a Communication Lead, there is an opportunity of further amendments to your compensation package in accordance with your supervisor's recommendation.

Your performance has been exemplary, and it is a source of pride for us to have an employee of your calibre in our team. Your dedication and hard work have greatly contributed to the success of our organization, and we have no doubt that you will continue to excel in your new role.

We extend our warmest congratulations to you on your well-deserved promotion, and we look forward to witnessing your continued growth and success within our organization.

All the Best

For AROH Foundation

Gauravh Tandon  
Manager – HR & Admin

Manisha Sengupta  
08/04/24