**Date:**

**Re. Salary Deduction due to Budgetary Deficit**

Dear Jonathan,

This letter has been generated by the Scrutiny Committee of Budget Liaison and Fiscal Management. The letter has been written to inform a certain deduction in the amount of your salary for the month of June because of budgetary deficit faced by the company. The volatile and explosive change in the budgetary graph has changed every fiscal design of the company and thus, it needs abrupt amendment and practical solutions.

This has been caused by the Lytton Group of Industries who after specialized observation and calculation have purchased seven further shares of the company that has caused serious financial damage to the company. This sudden change has caused the company to take some instant and serious steps towards the path of curbing and alleviating these issues.

In the month of June, to take the balance in control, the first step that has been decided by the scrutiny committee is to take the shares back while scrutinizing and examining the stock exchange market graph. This can be done by forming a specialized team of experts and members of the budget committee and management. The members have been nominated and the list comprising names has been forwarded to the board of governors for further.

Another solution to keep the manufacturing in pace and other operations at work, it has been decided to deduce an amount of USD 500 from the salaries of all the employees working at the grade S-12 or up. This shall be compensated later at an indefinite period of time. Therefore, the deduction is not permanent and hence shall be retrieved once the circumstances go better.

This is essential to alleviate the trouble caused to the company and retrieve the abased name. This can only be done by strong and dedicated teamwork. There is a dire need to elevate our understanding of the marketing industry and stock exchange graph. We expect another level of commitment and cooperation from our employees at this hour of need. For any further discussion, you are invited to the meeting of DHP on 21st June 2021 at 13:00 in the conference media room.

Thanks for your cooperation and resilience.

Best Regards

Oliver Deck  
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