


Fwd: Resignation acceptance - 20188795

ASHWIN C <ashwinchellappan97@gmail.com>

Tue 4/16/2024 5:58 PM

To: ashwinchellappan@outlook.com <ashwinchellappan@outlook.com>

 3 attachments (626 KB)

No Dues Clearance Guidelines.pdf; FAQ - PF settlement process.pdf; Prospectus of policy portability.pdf;

----- Forwarded message -----

From: <mywipro.employeeeseparation@wipro.com>

Date: Thu, 29 Jul, 2021, 12:47 pm

Subject: Resignation acceptance - 20188795

To: <ashwin.c07@wipro.com>Cc: <ashwinchellappan97@gmail.com>, <mohan.chithambaram@wipro.com>, <ravigurunathan.rc9@wipro.com>

This is an Auto Generated Mail

Dear Ashwin C,

Please be informed that your last working date has been updated as 15-AUG-2021 by your HR, with reference to your resignation dated 18-MAY-2021.

Kindly complete all separation formalities prior to your last working day.

Please refer the attached document/s for clearance guidelines.

Please be advised that during your notice period, unauthorized transfer of any official data / information / files may lead to separation from the company which may include termination from the services without assigning any reasons.

You are hereby advised to continue to adhere to the continued confidentiality obligations in respect of all Wipro policies including COBC and Information Security as employee.

Please note that you will not be able to Apply/Cancel/Modify/Reverse any leaves or OOD for last 3 working days from your relieving date. Kindly ensure all leave/attendance/efforts corrections are done 3 working days prior to last working day. No helpline or email request on such modifications will be accepted.

We wish you the very best in all your future endeavors!**Regards,****Wipro - HR Shared Services****Global Off-boarding Team**

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