

**ACKNOWLEDGMENT FORM**

**I, Mylene Grace P. Guivencan,** an employee of GENPACT SERVICES, LLC. (Philippine Branch), acknowledge and agree to the following as conditions for the submission of soft copies of liquidations and reimbursements:

1. I promise to submit the original and hard copies immediately after the quarantine period or within the prescribed period advised by Finance Department;
2. I acknowledge and specifically authorize Genpact Services LLC to recover or deduct in full from my salary the amounts equivalent to the liquidation and reimbursement submitted, should I fail to comply to above #1;
3. Any deviation from the agreed terms set forth herein will result in disciplinary action;

I have executed this undertaking in furtherance of the above, and for all lawful interests this may serve.

IN WITNESS WHEREOF, I have hereunto set my hand this 13th day of June, 2020 at Muntinlupa City.

Mylene Grace Guivencan

Signature over Printed Name

OHR:740025675

Date: June 13, 2020