


Termination of Employment during Probation Period



From

Ozrit <hr@ozrit.com>

To

<ashokchandrapandiri@gmail.com>

Date

2025-06-14 12:16

Dear Ashok,

I hope you are doing well.

As previously communicated, employees are not permitted to take leaves during the probation period unless under exceptional and pre-approved circumstances. Despite this, you have taken unapproved leaves without any prior intimation or communication.

We also attempted to reach you multiple times, but unfortunately did not receive any response.

Due to this continued non-compliance and lack of communication, we regret to inform you that your employment with us is being terminated with immediate effect.

We wish you all the best in your future endeavors.

Best Regards
Rani Kumari
HR & Admin Executive



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