








MSR No Dues Clearance Form

Employee's Name:	ISHAAN WATTS	Alias:	i-ishaan
Employee #:	6296959	Designation:	Research Intern
Reporting Manager:	Dr. Sunayana Sitaram	Location:	Microsoft Research India
Date of Joining:	08/01/2024	Last Working Date:	21/06/2024
Forwarding Address:	D-1/302, Pranam, Sector-85, Faridabad, Haryana 121004		
Contact Phone #:	8527946043	Personal E-mail Address*:	wattsishaan18@gmail.com

Note: The employee shall be accountable to handover all MS property/assets and obtain clearances on or before the last working day to the respective stakeholders. The completed "No Dues Clearance Form" should be handed over to HR.

Particulars	Department	Signature	Date
Access Card/Smart Card/Office Keys	SOC Team		21/06/2024 (Access Card only)
Laptop / Laptop Bag	IT Team		20/6/2024
Adaptor	IT Team		20/6/2024
Mouse	IT Team		20/6/2024
CD Drives	IT Team		20/6/2024
Headphones	IT Team		20/6/2024
Finance Clearance	Finance Team	K. Ganga Bhavani	03/07/2024

Signed By Intern:		Date:	21/6/2024
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