

Abhijeet Raosaheb Pawar

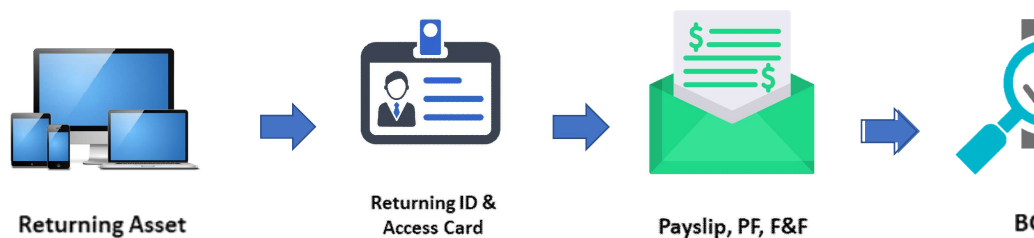
From: Tamil Selvan Kumar
Sent: Monday, February 27, 2023 6:02 PM
To: abhijeetpawar235@gmail.com
Cc: Abhijeet Raosaheb Pawar; HR – Operations; Je Swami Srinandh Praveen Gajula
Subject: Exit Road Map for the smooth relieving process



Dear **Abhijeet Raosaheb Pawar**,

Regarding your resignation dated **02-Jan-2023**, your last working day is **28-Feb-2023**.

You can use this email as a proof of resignation till you receive the exit letters post all the clearance completion

Road Map for the smooth relieving process.



 Returning Asset	<p>Please hand over the company assets (if any in possession, like Laptop, Desktop, Mobile, Dongle etc.,). Reach out to the below mentioned location and shall take at least 2 working days to check the assets and complete the clearance. In case there is no dependency, the assets will be returned to you.</p> <p>Suresh P – 8610021154 Madhuvanathi – 8428785399</p>
 Returning ID & Access Card	<p>Please hand over the ID card and access card to ADMIN team. Reach out to the below mentioned location A</p> <p>Chennai - Ramnarayan V Bangalore - Suchitra Gopinath Pune - Girish Shivaji Kadam</p>



Payslip, PF, F&F

- You can apply for PF withdrawal online on the PF website. If you wish to transfer your PF to your new employer, you can do so.
- Full and final settlement will be processed on the 10th & 25th of the subsequent month. (Upon clearance)



BGV

For Background Verification of Maveric employment details, you may please write to exempverification@maveric-systems.com

The necessary acknowledgements shall be provided from our end.

Note: The soft copy of the relieving and experience letter will be sent to your personal email id upon completion of the above action points and subsequent closure of clearances from all departments.

For any clarification, please reach out to us at hr_ops@maveric-systems.com

Regards
Thamil Selvan K
Human Resources

