



Date: 02.07.2021

Employee Name : **Anindita Rath**

Employee No. : **139091**

Sub: Resignation Acceptance Letter

Dear **Anindita Rath**

This has reference to your resignation dated **21.03.2021** which has been accepted with regret. You stand relieved from the services of the organization after the closing of the business hours on **02.07.2021**. Your last held designation was **Technical Specialist**.

Please note that this is a **provisional resignation acceptance** only and is subject to all necessary clearances required from all the departments as per separation checklist. In case any clearance is pending owing to non-submission of any asset (including any client provided asset), you are advised to arrange to return the asset(s) as soon as possible and get the clearance from the concerned department or your manager, as applicable, basis, which the final Resignation Acceptance Letter can be issued to you.

Your full & final settlement will be done within 45 days from the date of the final Resignation Acceptance Letter and your relieving-cum-experience letter would be issued post completion of your Full & Final Settlement.

For all queries post separation from the Company, please write to birlasoft@service-now.com. We thank you for your contributions to Birlasoft and wish you the very best in your future assignments.

For Birlasoft Ltd

Siby Joseph
Sr. Director – HR

Birlasoft Limited