

Tiwari, Arpit

From: PACE-EEM@capgemini.com on behalf of PACE.Support.in@Capgemini.com
Sent: Friday, December 29, 2017 5:42 PM
To: Krishna, Bala
Cc: Tiwari, Arpit; Kumar, Aparna; Menezes, Clifton; Shravge, Deepti; Sachdev, Manju; Sardar, Mohana; Trivedi, Namrata; Shetty, Nithin; Wadhwa, Nitin; Pereira, Oreste; Mitra, Prarthana; Pangambam, Reeta; Shrivastava, Roshni; Jadhav, Sapna; Nehra, Savita; Tolia, Shrenik; Dhanawadkar, Shreyas; Jha, Shweta; Nagepalli, Sonarupa; Kotian, Swati; Kalyan, Ushha; B, Veena
Subject: Resignation Approval for Arpit Tiwari [114776]

Dear Bala,

Arpit has tendered resignation from the services of Capgemini and requested to be released by 28-Mar-2018. The employee details are as mentioned below:

Employee ID	114776
Designation	B1 - Associate Consultant
SBU	APPS NA
BU	PBS & CSD
Sub-BU	CSDM
Service Line	ADM - MALS
Location	Chennai

Reason for resignation as mentioned by Arpit is given below:

"Looking for growth in my career"

You are requested to review this request and initiate discussion with employee to ascertain reasons for resignation.

You may explore possible avenues to help retain the employee, depending on the case.

You are further requested to ensure discussions with employee are completed and accordingly approve his/her resignation OR withdrawal within a month's time.

As per policy Arpit need to serve 90 day(s) notice period. Any reduction in notice period if recommended by you will need approval from BU Head and Head of Employee Services.

Regards,
Employee Services - HR

Note:

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- If you need any clarifications on the process, please raise a ticket in India Helpdesk (<http://support.capgemini.com>>> Log a call >> Employee Services

- If you face any technical issues, please raise a ticket in India Helpdesk <http://support.capgemini.com>>> India TS IT Helpdesk >> ISG Incident. In Service Category 1 select CG Business Applications-PACE